

# ONTARIO-MICHIGAN BORDER TRANSPORTATION PARTNERSHIP Planning/Need and Feasibility Study

## MONTHLY PROGRESS REPORT #1

Period Ending March 31, 2002

### 1. Work Accomplished This Period (5 Weeks)

#### Finalization of Study Design

- Study Design revised to reflect comments provided by the Partnership including the incorporation of the fast-track approach.
- Final Study Design submitted to the Partnership April 1, 2002.

#### Strategic and Geographic Overview Working Paper

- Mapping of BGA acquired.
- Initiated request for aerial photography of FAA.
- Draft Outline Prepared.
- Review of available studies provided by the Partnership.
- Data assembled from SEMCOG and MDOT models. Additional data has been requested.
- Met with Carmine Palombo of SEMCOG and made arrangements for transfer of information and data to team members upon request through Jim Hartman of Corradino/Detroit.
- Investigated micro-simulation and toll/customs booth applications for this project.

#### Travel Demand Analysis Process Working Paper

- Initiate review of available information.

#### Feasible Transportation Alternatives Report

- Initiate review of Feasible Transportation Alternatives.

## Consultation

- Drafted proposal for Stakeholder involvement for internal review.
- Initiated Project Contact List

## Service Deliverables / Project Management

- Coordination of Project Team activities, establishment of management procedures and internal progress teleconferences.
- Teleconference held with Partnership March 21, 2002. Discussion included the outcomes of the March 12, 2002 Partnership meeting, Freedom of Information Act request, Study Design Finalization, Fast-Track Strategy, Revised Schedule, Public & Private Sector Advisory Groups, Role of Communications Subconsultant, and Work Plan.
- Preparing mock-up of Project Web Site for review by Project Team.
- Preparation of monthly Progress Reports and Invoicing.

## 2. Work Proposed for Next Period (April 1, 2002 to April 30, 2002)

### Strategic and Geographic Overview Working Paper

- Participate in Partnership teleconference April 22, 2002.
- Obtain demographic and land use information from Windsor sources.
- Prepare Draft Strategic and Geographic Overview Working Paper for internal review.

### Travel Demand Analysis Process Working Paper

- Initiate preparation of the Travel Demand Analysis for Broad Geographic Area Interim Working Paper & Methodology and Road Network for Focused Analysis Area Interim Working Paper.

### Transportation Problems and Opportunities Report

- Initiate Environmental Overview & Investigation of concentrations of Minority and Low Income Population Groups.

### Feasible Transportation Alternatives Report

- Continue review of Feasible Transportation Alternatives.

## Consultation

- Initiate contact with external agencies.

- Establish membership in Public and Private Sector Advisory Groups.

### Service Deliverables / Project Management

- Obtain approval to activate Project Web Site.
- Progress reporting, updating of the Project Record and Issue Management as required.
- On-going coordination of the Consultant Project Team.

## 3. Areas of Concern/Actions Required

The OPSEU strike and restrictions on external contact have delayed certain activities. As the OPSEU strike continues, delays will also continue. This will impact the timing of PIC #1. Assuming that the OPSEU strike is resolved by April 15, 2002, PIC #1 will be held in October 2002. We will continue to monitor the situation and advise the Partnership of any issues related to these delays.

## 4. Schedule Status

As mentioned above, the OPSEU strike and restrictions on external contact have delayed certain activities. As such, the only deliverable completed in this period is the Final Study Design. Please see **Table 1** and **Exhibit 1** for the current project schedule for study deliverables.

## 5. Budget Status

A total of \$58,771.24 CDN was expended this billing period. The total budget spent to date is \$ 58,771.24 CDN, or 1% of the total budget. Please see **Table 2** for a breakdown of budget spent by project deliverable and interim deliverable.

A total of 575 person hours were used this billing period. To date, 2 % of the total project person hours have been used. Please see **Table 3** for a breakdown of hours by project deliverable and interim deliverable.

**TABLE 1: Project Schedule for Study Deliverables**  
Ontario - Michigan Border Transportation Partnership Planning / Need and Feasibility Study

**URS**

Cole Sherman

ID*	Task / Work Step #	Task Title	Original Schedule Completion Date	Current Schedule Completion Date **	Actual Completion Date	Comment
<b>OM/PNF 110 Transportation Problems and Opportunities Report</b>						
<b>Strategic and Geographic Area Working Paper</b>						
12	3.1c	Submit Draft Working Paper to Project Team	22-May-02	22-May-02	NA	
13	3.2a	Present Draft Working Paper to Project Team	30-May-02	30-May-02	NA	
14	3.2b	Review (by Client)	13-Jun-02	13-Jun-02	NA	
16	3.3	Present Working Paper to Public Sector Advisory Group and Private Sector	27-Jun-02	27-Jun-02	NA	
17	3.4	Final Deliverable	09-Jul-02	09-Jul-02	NA	
23	5.1a	<b>Travel Demand Analysis for Broad Geographic Area Interim Working Paper</b>	13-May-02	13-May-02	NA	
28	5.1b	<b>Methodology and Road Network for Focused Analysis Area (FAA) Interim Working Paper</b>	09-May-02	09-May-02	NA	
35	5.1c	<b>Traffic Analysis Zone System and Trip Tables for FAA Interim Working Paper</b>	05-Jul-02	05-Jul-02	NA	
<b>Travel Demand Analysis Process Working Paper</b>						
42	5.2c	Submit Working Paper to Project Team	19-Jul-02	19-Jul-02	NA	
43	5.3a	Present Working Paper to Project Team	26-Jul-02	26-Jul-02	NA	
44	5.3b	Review (by Client)	12-Aug-02	12-Aug-02	NA	
46	5.4	Present Working Paper to Public Sector Advisory Group and Private Sector	26-Aug-02	26-Aug-02	NA	
47	5.5	Final Deliverable	04-Sep-02	04-Sep-02	NA	
<b>Existing and Future Travel Demand Working Paper</b>						
55	8.1c	Submit Working Paper to Project Team	13-Aug-02	13-Aug-02	NA	
56	8.2a	Present Working Paper to Project Team	20-Aug-02	20-Aug-02	NA	
57	8.2b	Review (by Client)	04-Sep-02	04-Sep-02	NA	
59	8.3	Present Working Paper to Public Sector Advisory Group and Private Sector	18-Sep-02	18-Sep-02	NA	
60	8.4	Final Deliverable	19-Sep-02	19-Sep-02	NA	
<b>Analysis Area Working Paper</b>						
75	11.1c	Submit Working Paper to Project Team	06-Jun-02	06-Jun-02	NA	
76	11.2a	Present Working Paper to Project Team	13-Jun-02	13-Jun-02	NA	
77	11.2b	Review (by Client)	24-Jun-02	24-Jun-02	NA	
79	11.3	Present Working Paper to Steering Committee	10-Jul-02	10-Jul-02	NA	
80	11.4	Present Working Paper to Public Sector Advisory Group and Private Sector	17-Jul-02	17-Jul-02	NA	
81	11.5	Final Deliverable	16-Aug-02	16-Aug-02	NA	
<b>Transportation Problems and Opportunities Report</b>						
89	14.1c	Submit Report to Project Team	14-Aug-02	14-Aug-02	NA	
90	14.2a	Present Report to Project Team	21-Aug-02	21-Aug-02	NA	
91	14.2b	Review (by Client)	30-Aug-02	30-Aug-02	NA	
93	14.3	Present Report to Steering Committee	16-Sep-02	16-Sep-02	NA	
94	14.4	Present Report to Public Sector Advisory Group and Private Sector	23-Sep-02	23-Sep-02	NA	
95	14.5	Final Deliverable	09-Dec-02	09-Dec-02	NA	

\* ID Refers to Project Summary Schedule

\*\* Current Schedule assumes OPSEU Strike will be resolved by April 15, 2002

**TABLE 1: Project Schedule for Study Deliverables**  
 Ontario - Michigan Border Transportation Partnership Planning / Need and Feasibility Study



ID*	Task / Work Step #	Task Title	Original Schedule Completion Date	Current Schedule Completion Date **	Actual Completion Date	Comment
<b>OM/PNF 120 Transportation Alternatives Report</b>						
<b>Feasible Transportation Alternatives Working Paper</b>						
104	3.1c	Submit Working Paper to Project Team	29-Jul-02	29-Jul-02	NA	
105	3.2a	Present Working Paper to Project Team	06-Aug-02	06-Aug-02	NA	
106	3.2b	Review (by Client)	27-Aug-02	27-Aug-02	NA	
108	3.3	Present Working Paper to Steering Committee	18-Sep-02	18-Sep-02	NA	
109	3.4	Group and Private Sector	25-Sep-02	25-Sep-02	NA	
110	3.5	Present Report to Local Government	02-Oct-02	02-Oct-02	NA	
111	3.6 PIC #1	Hold First Round Public Information Centres / Public Information Meetings	10-Oct-02	10-Oct-02	NA	
112		Final Deliverable	09-Dec-02	09-Dec-02	NA	
<b>Transportation Alternatives Report</b>						
119	5.1c	Submit Report to Project Team	15-Nov-02	15-Nov-02	NA	
120	5.2a	Present Report to Project Team	22-Nov-02	22-Nov-02	NA	
121	5.2b	Review (by Client)	16-Dec-02	16-Dec-02	NA	
123	5.3	Present Report to Steering Committee	20-Jan-03	20-Jan-03	NA	
124	5.4	Present Report to Public Sector Advisory Group and Private Sector	03-Feb-03	03-Feb-03	NA	
125		Present Report to Local Government	19-Feb-03	19-Feb-03	NA	
126	5.6 PIC #2	Hold Second Round Public Information Centres / Public Information Meetings	26-Feb-03	26-Feb-03	NA	
127		Final Deliverable	25-Apr-03	25-Apr-03	NA	
<b>OM/PNF 130 Economic Benefits Report</b>						
135	2.1c	Submit Report to Project Team	08-Apr-03	08-Apr-03	NA	
136	2.2a	Present Report to Project Team	15-Apr-03	15-Apr-03	NA	
137	2.2b	Review (by Client)	30-Apr-03	30-Apr-03	NA	
139	2.3	Present Report to Steering Committee	13-May-03	13-May-03	NA	
140	2.4	Final Deliverable	15-May-03	15-May-03	NA	
<b>OM/PNF 140 Revenue Generation Report</b>						
150	4.1c	Submit Report to Project Team	01-Apr-03	08-Apr-03	NA	
151	4.2a	Present Report to Project Team	08-Apr-03	15-Apr-03	NA	
152	4.2b	Review (by Client)	23-Apr-03	30-Apr-03	NA	
154	4.3	Present Report to Steering Committee	13-May-03	13-May-03	NA	
155	4.4	Final Deliverable	15-May-03	15-May-03	NA	
<b>OM/PNF 150 Transportation Planning / Needs and Feasibility Report</b>						
166	5.1c	Submit Report to Project Team	23-Jun-03	23-Jun-03	NA	
167	5.2a	Present Report to Project Team	30-Jun-03	30-Jun-03	NA	
168	5.2b	Review (by Client)	23-Jul-03	23-Jul-03	NA	
170	5.3	Present Report to Steering Committee	20-Aug-03	20-Aug-03	NA	
171	5.4	Present Report to Public Sector Advisory Group and Private Sector	21-Aug-03	21-Aug-03	NA	
172		Present Report to Local Government	12-Sep-03	12-Sep-03	NA	
173	5.6 PIC #3	Hold Third Round Public Information Centres / Public Information Meetings	19-Sep-03	19-Sep-03	NA	
174		Final Deliverable	18-Nov-03	18-Nov-03	NA	
<b>OM/PNF 160 Summary Transportation Planning / Needs and Feasibility Summary Report</b>						
181	1.1c	Submit Report to Project Team	21-Oct-03	21-Oct-03	NA	
182	1.1d	Review (by Client)	04-Nov-03	04-Nov-03	NA	
184	1.2	Final Deliverable	18-Nov-03	18-Nov-03	NA	
<b>OM/PNF 210 Finalization of Study Design pursuant to negotiations with the Project Co-ordinator</b>						
187		Final Deliverable	01-Apr-02	01-Apr-02	01-Apr-02	

\* ID Refers to Project Summary Schedule

\*\* Current Schedule assumes OPSEU Strike will be resolved by April 15, 2002

PROJECT SUMMARY SCHEDULE \*  
ONTARIO - MICHIGAN BORDER TRANSPORTATION PARTNERSHIP  
PLANNING / NEED AND FEASIBILITY STUDY



ID	Task/Work Step #	Task Title	Start	Finish	2002				2003					
					Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4		
1	OMP/NF 110	Prepare Transportation Problems and Opportunities Report												
3	3	Strategic and Geographic Area Working Paper	Mon 2/25/02	Tue 7/9/02										
11	3.1c	Submit: Strategic and Geographic Area Working Paper to Project Team	Wed 5/22/02	Wed 5/22/02										
19	4.- 5.	Travel Demand Analysis Process Working Paper	Tue 4/16/02	Wed 9/4/02										
41	5.2c	Submit: Travel Demand Analysis Process Working Paper to Project Team	Fri 7/19/02	Fri 7/19/02										
49	6.- 8.	Existing and Future Travel Demand Working Paper	Thu 6/20/02	Thu 9/19/02										
54	8.1c	Submit: Existing and Future Travel Demand Working Paper to Project Team	Tue 8/13/02	Tue 8/13/02										
64	9.- 11.	Analysis Area Working Paper	Wed 5/22/02	Wed 10/16/02										
65	9.	Identification and Assessment of Transportation Problems	Thu 6/27/02	Fri 7/19/02										
71	10.	Identification and Assessment of Transportation Opportunities	Fri 6/21/02	Mon 7/22/02										
74	11.1c	Submit: Analysis Area Working Paper	Thu 6/6/02	Thu 6/6/02										
83	12.- 14.	Transportation Problems and Opportunities Report	Mon 4/8/02	Mon 12/9/02										
84	12.	Environmental Overview	Mon 4/8/02	Fri 5/10/02										
88	14.1c	Submit: Transportation Problems and Opportunities Report	Wed 8/14/02	Wed 8/14/02										
97	OMP/NF 120	Prepare Transportation Alternatives Report												
100	3.	Feasible Transportation Alternatives Working Paper	Thu 6/27/02	Mon 12/9/02										
103	3.1c	Submit: Feasible Transportation Alternatives Working Paper	Mon 7/29/02	Mon 7/29/02										
110	PIC #1	Hold Public Information Centres / Public Information Meetings	Thu 10/3/02	Thu 10/10/02										
114	4.	Evaluation and Selection of Feasible Transportation Alternatives to be Carried Forward	Wed 8/28/02	Thu 10/24/02										
115	5.	Transportation Alternatives Report	Fri 10/25/02	Fri 4/25/03										
118	5.1c	Submit: Transportation Alternatives Report to Project Team	Fri 11/15/02	Fri 11/15/02										
125	PIC #2	Hold Public Information Centres / Public Information Meetings	Thu 2/20/03	Wed 2/26/03										
129	OMP/NF 130	Prepare Economic Benefits Report	Tue 1/14/03	Thu 5/15/03										
134	2.1c	Submit: Economic Benefits Report to Project Team	Tue 4/8/03	Tue 4/8/03										
142	OMP/NF 140	Prepare Revenue Generation Report	Tue 1/14/03	Thu 5/15/03										
149	4.1c	Submit: Revenue Generation Report to Project Team	Tue 4/8/03	Tue 4/8/03										
157	OMP/NF 150	Prepare Transportation Planning / Needs and Feasibility Report	Mon 1/20/03	Tue 11/18/03										
165	5.1c	Submit: Transportation Planning / Needs and Feasibility Report to Project Team	Mon 6/23/03	Mon 6/23/03										
172	PIC #3	Hold Public Information Centres / Public Information Meetings	Mon 9/15/03	Fri 9/19/03										
176	OMP/NF 160	Prepare Transportation Planning / Needs and Feasibility Summary	Tue 10/14/03	Tue 11/18/03										
180	1.1c	Submit: Summary Transportation Planning / Needs and Feasibility Summary Report to Project Team	Tue 10/21/03	Tue 10/21/03										
183	1.2	Final Deliverable: Summary Transportation Planning / Needs and Feasibility Summary Report	Tue 11/18/03	Tue 11/18/03										
186	OMP/NF 210	Finalization of Study Design pursuant to negotiations with the Project Co-ordinator	Mon 2/25/02	Mon 4/1/02										
190		Final Deliverable: Final Study Design	Mon 4/1/02	Mon 4/1/02										
195	OMP/NF 220-270	SERVICE DELIVERABLES (Ongoing)	Mon 2/25/02	Tue 11/18/03										

\* Project Summary Schedule assumes that the OPSEU Strike will be resolved 4/15/02. Schedule will be updated to reflect the actual resolution date.