

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

## MONTHLY PROGRESS REPORT #11

Period Ending January 31, 2003

### 1. Work Accomplished This Period (4 Weeks)

#### Strategic and Geographic Area Overview Working Paper

- This task is complete.

#### Traffic Analysis Zone System and Trip Tables for FAA Interim Working Paper

- This task is complete.
- Posted on project web site.

#### Travel Demand Analysis Process Working Paper

- Final draft report complete.
- Presented to Consultation Groups on January 24 and 31, 2003.

#### Existing and Future Travel Demand Working Paper

- Final draft report complete.
- Presented to Consultation Groups on January 24 and 31, 2003.
- Produced memo on correspondence of traffic volume projections between several Southeast Michigan studies.

#### Analysis Area Working Paper

- This Working Paper is incorporated directly into the Transportation Problems and Opportunities Report.

#### Transportation Problems and Opportunities Report

- Final draft report complete.
- Presented to Consultation Groups on January 24 and 31, 2003.

## Feasible Transportation Alternatives Working Paper

- Continued assessment of Feasible Transportation Alternatives.

## Economic Benefits Report

- Developed a technical memorandum on risk analysis of the crossing traffic forecast.
- Developed a technical memorandum on diversion estimation to the rail mode.
- Provided input to assessment of Feasible Transportation Alternatives.

## Consultation

- Continued management of project hotline and public comment computer database.
- Drafted responses to Comment Sheets received at Public Information Open Houses and provided drafts to Project Coordinator.
- On January 28, contacted Tracy Frazier of Detroit Mayor's Office staff to request opportunity for presentation to Mayor and/or his staff.
- Meeting held January 14, 2003 at the Ambassador Bridge Plaza with Canadian/U.S. Border Processing agencies.
- Conducted Public Sector Consultation Group meeting on January 24, 2003 in Romulus, Michigan.
- Attended Management Committee public forum regarding the Windsor Gateway Action Plan on January 25, 2003.
- Conducted Private Sector Consultation Group meeting on January 31, 2003 in Romulus, Michigan.
- Attended SNAME (Society of Naval Architects & Marine Engineers) conference on January 31, 2003 in Cleveland, Ohio to collect information on marine issues.

## Communications

- Ongoing liaison regarding updates on communications activities.
- Ongoing media monitoring and distributed coverage or related press releases to Communications Team.
- Ongoing distribution of relevant coverage to Partnership and Communications Team.

## Service Deliverables / Project Management

- Held Consultant Team meeting January 8, 2003 in Toronto.
- Participated in Partnership Working Group conference call January 29, 2003.

- Coordination of Project Team activities and internal progress teleconferences continued.
- Preparation of monthly Progress Reports and Invoicing.
- Updating of schedule leading up to Working Group meeting February 27, 2003 in Windsor and Steering Committee meeting in March 4, 2003.
- Initiated Draft Work Plans for possible truncated P/NF and initiation of TOR/NEPA processes.

## 2.

### Work Proposed for Next Period

#### Travel Demand Analysis Process Working Paper

- Respond to any comments received from the Consultation Groups.

#### Existing and Future Travel Demand Working Paper

- Respond to any comments received from the Consultation Groups.

#### Transportation Problems and Opportunities Report

- Respond to any comments received from the Consultation Groups.
- Update document to reflect work to date.

#### Feasible Transportation Alternatives Working Paper

- Complete draft assessment of Feasible Transportation Alternatives.
- Work towards completion of Draft Working Paper.

#### Economic Benefits Report

- Prepare Cost Benefit Analysis of the build alternatives.
- Prepare a technical memorandum on diversion estimation to the marine mode.
- Incorporate comments and finalize technical memos.

#### Consultation

- Continue to update Consultation Group contact lists.
- Continue efforts to arrange a presentation before Mayor Kilpatrick's staff.

#### Communications

- Development of a press release and Q & A concerning next stages of study.
- Development of communications plan for next phase of study.

## Service Deliverables / Project Management

- Conduct Consultant Team meeting on February 18, 2003 in Toronto.
- Participate in Partnership Working Group meeting on February 27, 2003 in Windsor.
- Progress reporting, updating of the Project Record and Issue Management as required.
- On-going coordination of the Consultant Project Team.
- Respond to comments on Work Plans and develop fee estimate.

### 3. Areas of Concern/Actions Required

- The actions/recommendations of the Canada-Ontario Management Committee have raised awareness of border crossing issues and potential impacts. The P/NF Team is addressing the need for enhanced consultation as this project moves forward.

### 4. Schedule Status

Overall, we expect to complete the project within the contract completion date, and are reviewing additional opportunities to accelerate the schedule.

Please see **Table 1** and **Exhibit 1** for the current project schedule for study deliverables.

### 5. Budget Status

Based on invoicing received to date, a total of \$ 288,180.66 CDN was expended this billing period. Additional hours/dollars have been expended, but invoices have not been received. The total budget invoiced to date is \$ 2,018,842.09 CDN, or 44% of the total budget. Please see **Table 2** for a breakdown of budget spent by project deliverable and interim deliverable.

A total of 1876 person hours were invoiced this billing period. To date, 42% of the total project person hours have been invoiced. Please see **Table 3** for a breakdown of hours by project deliverable and interim deliverable.

Overall, we expect to complete the project within the total budget.

Please see **Table 4** for the project cumulative spending curve.

**TABLE 1: Project Schedule for Study Deliverables**  
 CA - US - ON - MI 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>OMP/NF 110 Transportation Problems and Opportunities Report</b>						
<b>Strategic and Geographic Area Working Paper</b>						
11	3.1c	Submit Draft Working Paper to Project Team	23-Apr-02	27-May-02	27-May-02	
12	3.2a	Present Draft Working Paper to Project Team	30-Apr-02	12-Jun-02	12-Jun-02	
13	3.2b	Review (by Client)	14-May-02	12-Jun-02	12-Jun-02	
15	3.3	Present Working Paper to Public and Private Sector Consultation Groups	30-May-02	12-Jul-02	12-Jul-02	
16	3.4	Final Deliverable	7-Jun-02	24-Jul-02	24-Jul-02	
22	5.1a	<b>Travel Demand Analysis for Broad Geographic Area Interim Working Paper</b>	22-Mar-02	3-Jun-02	3-Jun-02	
23	5.1b	<b>Methodology and Road Network for Focused Analysis Area (FAA) Interim Working Paper</b>	5-Apr-02	3-Jun-02	3-Jun-02	
32	5.1c	<b>Traffic Analysis Zone System and Trip Tables for FAA Interim Working Paper</b>	10-May-02	6-Aug-02	6-Aug-02	
<b>Travel Demand Analysis Process Working Paper</b>						
39	5.2c	Submit Working Paper to Project Team	28-May-02	15-Nov-02	15-Nov-02	
40	5.3b	Review (by Client)	4-Jun-02	18-Nov-02	22-Nov-02	
41	5.3a	Collaborate Project Team Comments	18-Jun-02	25-Nov-02	28-Nov-02	
43	5.4	Present Working Paper to Public and Private Sector Consultation Groups	3-Jul-02	24-Jan-03	24-Jan-03	
44	5.5	Final Deliverable	12-Jul-02	6-Feb-03	NA	
<b>Existing and Future Travel Demand Working Paper</b>						
52	8.1c	Submit Working Paper to Project Team	19-Jun-02	15-Nov-02	15-Nov-02	
53	8.2b	Review (by Client)	26-Jun-02	29-Nov-02	29-Nov-02	
54	8.2a	Collaborate Project Team Comments	12-Jul-02	6-Dec-02	6-Dec-02	
56	8.3	Present Working Paper to Public and Private Sector Consultation Groups	26-Jul-02	30-Jan-03	30-Jan-03	
57	8.4	Final Deliverable	29-Jul-02	6-Feb-03	NA	
<b>Analysis Area Working Paper</b>						
72	11.1c	Submit Working Paper to Project Team	7-Jun-02	15-Nov-02	15-Nov-02	
73	11.2b	Review (by Client)	14-Jun-02	22-Nov-02	22-Nov-02	
74	11.2a	Collaborate Project Team Comments	25-Jun-02	27-Nov-02	27-Nov-02	
76	11.3	Present Working Paper to Steering Committee	11-Jul-02	12-Dec-02	12-Dec-02	
77	11.4	Present Working Paper to Public and Private Sector Consultation Groups	18-Jul-02	30-Jan-03	30-Jan-03	
78	11.5	Final Deliverable	19-Aug-02	28-Mar-03	NA	
<b>Transportation Problems and Opportunities Report</b>						
86	14.1c	Submit Report to Project Team	19-Jun-02	13-Nov-02	13-Nov-02	
87	14.2b	Review (by Client)	26-Jun-02	22-Nov-02	22-Nov-02	
88	14.2a	Collaborate Project Team Comments	9-Jul-02	27-Nov-02	27-Nov-02	
90	14.3	Present Report to Steering Committee	23-Jul-02	12-Dec-02	12-Dec-02	
91	14.4	Present Working Paper to Public and Private Sector Consultation Groups	30-Jul-02	30-Jan-03	30-Jan-03	
92	14.5	Final Deliverable	29-Nov-02	28-Mar-03	NA	

\* ID Refers to Project Summary Schedule

**TABLE 1: Project Schedule for Study Deliverables**  
 CA - US - ON - MI 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>OMP/NF 120 Transportation Alternatives Report</b>						
<b>Feasible Transportation Alternatives Working Paper</b>						
101	3.1c	Submit Working Paper to Project Team	19-Jul-02	27-Feb-03	NA	
102	3.2h	Review (by Client)	26-Jul-02	19-Mar-03	NA	
103	3.2a	Collaborate Project Team Comments	19-Aug-02	2-Apr-03	NA	
105	3.3	Present Working Paper to Steering Committee	10-Sep-02	4-Mar-03	NA	
106	3.4	Present Working Paper to Public Sector Advisory Group and Private Sector	17-Sep-02	1-May-03	NA	
107	3.5	Present Report to Local Government	24-Sep-02	15-May-03	NA	
108	3.6 PIC #1	Hold Public Information Centres / Public Information Meetings	1-Oct-02	2-Jun-03	NA	
109	3.7	Final Deliverable	29-Nov-02	26-Jun-03	NA	
<b>OMP/NF 150 Transportation Planning / Needs and Feasibility Report</b>						
163	5.1c	Submit Report to Project Team	13-Jun-03	25-Mar-03	NA	
167	5.3	Present Report to Steering Committee	12-Aug-03	16-Apr-03	NA	
168	5.4	Present Working Paper to Public and Private Sector Consultation Groups	13-Aug-03	1-May-03	NA	
169	5.5	Present Report to Local Government	4-Sep-03	15-May-03	NA	
170	5.6 PIC #3	Hold Third Round Public Information Centres / Public Information Meetings	11-Sep-03	2-Jun-03	NA	
171	5.7	Final Deliverable	10-Nov-03	26-Jun-03	NA	

\* ID Refers to Project Summary Schedule



**Table 4**

**Cumulative Spending Curve**

CAN - US - ON - MI Transportation Partnership Planning / Need and Feasibility Study

