

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

## MONTHLY PROGRESS REPORT #14

Period Ending April 30, 2003

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

#### Strategic and Geographic Area Overview Working Paper

- This task is complete and paper is posted on project web site.

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

- This task is complete and paper is posted on project web site.

#### Travel Demand Analysis Process Working Paper

- Final draft report complete and paper is posted on project web site.

#### Existing and Future Travel Demand Working Paper

- Prepared draft Air Quality Analysis paper for review and comment; updated paper as required.

#### Analysis Area Working Paper

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

#### Transportation Problems and Opportunities Report

- Draft report complete and posted on Project web site.

#### Feasible Transportation Alternatives Working Paper

- Continued assessment of Feasible Transportation Alternatives.
- Draft Working Paper completed and distributed to Team for review.

## Economic Benefits Report

- Made a presentation to the steering committee on the results from the “Economic Impact at the regional and national level.”
- Prepared qualitative analysis of the Benefit cost analysis

## Revenue Generation Report

- Completed and presented a memorandum on revenues generation potentials under different build alternative.

## Environmental Overview

- Coordinated traffic assumptions with other Southeast Michigan projects.
- Document prepared outlining current conditions on air quality and noise issues in corridors under consideration.

## Consultation

- Continued monitoring of project hotline including the preparation of daily reports and weekly overviews.
- Continued updating and management of public comment computer database.
- Met with SEMCOG to arrange for presentation to members at SEMCOG University session in June; drafted briefing document for distribution with meeting notification.
- Initiated arrangements for Consultation activities in May and second round of Public Information Open Houses in June.

## Communications

- Ongoing liaison regarding updates on communications activities.
- Liaison between MTO and Transport Canada regarding approval of the acceleration of the press release.
- Liaison between the Communications Team and Transport Canada regarding the timing of the Joint Management Committee press release.
- Circulated draft Question and Answer document to Team for comments and approval.
- Liaison between MDOT and Team regarding press release updates.
- Ongoing monitoring of related media coverage and distribution.

## Service Deliverables / Project Management

- Coordination of Project Team activities and internal progress teleconferences continued.

- Steering Committee Meeting on April 16, 2003 in Windsor.
- Met on April 30, 2003, with Canadian federal agencies and Ontario Ministry of the Environment to introduce study and discuss CEAA-related issues of upcoming phases of the project.
- Preparation of monthly Progress Reports and Invoicing.

## 2. Work Proposed for Next Period

### Strategic and Geographic Area Overview Working Paper

- Prepare edits of SGAOWP for final production by the beginning of June, 2003.

### 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

- Circulate draft report for review by Partnership Working Group.
- Address comments from Working Group and prepare draft report for public review.

### Economic Benefits Report

- Make changes and incorporate comments from the Partnership and Tea, regarding the "Economic Impact at the regional and national level."

### Consultation

- Continue to monitor project hotline.
- Continue to update and manage public comment computer database.
- Continue to update Consultation Group contact lists.
- Finalize arrangements for Consultation activities and PIOHs.

## Communications

- Establish release date for acceleration of press release and distribute to media.
- Monitor for the Joint Management Committee press release.
- Develop press release on next stage of the study.

## Service Deliverables / Project Management

- Progress reporting, updating of the Project Record and Issue Management as required.
- On-going coordination of the Consultant Project Team.
- Arrange for tour of project study area in June.

## 3. Areas of Concern/Actions Required

- The Work Plans for the TOR/NEPA processes require approval from the Partnership to provide certainty to the Consultant Team as to how to move forward in the next few months.

## 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 \$ 142,620.19 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 \$ 2,640,204.38 CDN, or 58% of the total budget. Please see **Table 2** for a breakdown of budget spent by project deliverable and interim deliverable.

A total of 1175 person hours were invoiced this billing period. To date, 60% 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>OM/PNF 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	6-Feb-03	
<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	2-Jun-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	2-Jun-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	2-Jun-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>OM/PNF 120 Transportation Alternatives Report</b>						
<b>Feasible Transportation Alternatives Working Paper</b>						
101	3.1c	Submit Working Paper to Project Team	19-Jul-02	1-May-03	12-May-03	
102	3.2b	Review (by Client)	26-Jul-02	23-May-03	NA	
103	3.2a	Collaborate Project Team Comments	19-Aug-02	23-May-03	NA	
105	3.3	Present Working Paper to Steering Committee	10-Sep-02	23-May-03	NA	
106	3.4	Present Working Paper to Public Sector Advisory Group and Private Sector	17-Sep-02	23-May-03	NA	
107	3.5	Present Report to Local Government	24-Sep-02	13-Jun-03	NA	
108	3.6 PIC #1	Hold Public Information Centres / Public Information Meetings	1-Oct-02	27-Jun-03	NA	
109	3.7	Final Deliverable	29-Nov-02	13-Aug-03	NA	
<b>OM/PNF 150 Transportation Planning / Needs and Feasibility Report</b>						
163	5.1c	Submit Report to Project Team	13-Jun-03	23-May-03	NA	
167	5.3	Present Report to Steering Committee	12-Aug-03	6-Jun-03	NA	
168	5.4	Present Working Paper to Public and Private Sector Consultation Groups	13-Aug-03	23-May-03	NA	
169	5.5	Present Report to Local Government	4-Sep-03	13-Jun-03	NA	
170	5.6 PIC #3	Hold Third Round Public Information Centres / Public Information Meetings	11-Sep-03	27-Jun-03	NA	
171	5.7	Final Deliverable	10-Nov-03	13-Aug-03	NA	

\* ID Refers to Project Summary Schedule

PROJECT SCHEDULE (TO PIOH2)



CANADA-UNITED STATES-ONTARIO - MICHIGAN BORDER TRANSPORTATION PARTNERSHIP  
PLANNING / NEED AND FEASIBILITY STUDY

Task/Work #	Task Title	Start	Finish	Duration	2003							
					Feb	Mar	Apr	May	Jun	Jul	Aug	
OM/PNF 110	<b>Prepare Transportation Problems and Opportunities Report</b>											
6. - 8.	<b>Existing and Future Travel Demand Working Paper</b>	Tue 9/10/02	Mon 6/2/03	176 days								
	Incorporate Comments and Revise Working Paper	Fri 1/31/03	Fri 5/30/03	83 days								
8.4	<i>Final Deliverable: Existing and Future Travel Demand Working Paper</i>	Mon 6/2/03	Mon 6/2/03	1 day								
9. - 11.	<b>Analysis Area Working Paper</b>	Thu 10/10/02	Mon 6/2/03	155 days								
	Incorporate Comments and Revise Working Paper	Fri 1/31/03	Fri 5/30/03	83 days								
11.5	<i>Final Deliverable: Analysis Area Working Paper</i>	Mon 6/2/03	Mon 6/2/03	1 day								
12. - 14.	<b>Transportation Problems and Opportunities Report</b>	Mon 4/8/02	Mon 6/2/03	282 days								
	Incorporate Comments and Revise Working Paper	Fri 1/31/03	Fri 5/30/03	83 days								
14.5	<i>Final Deliverable: Transportation Problems and Opportunities Report</i>	Mon 6/2/03	Mon 6/2/03	1 day								
OM/PNF 120	<b>Prepare Transportation Alternatives Report</b>											
3.	<b>Feasible Transportation Alternatives Working Paper</b>	Thu 10/17/02	Wed 8/13/03	200 days								
3.1a	Prepare: Feasible Transportation Alternatives Working Paper	Thu 10/17/02	Wed 4/23/03	124 days								
3.1b	Submit: Feasible Transportation Alternatives Working Paper to CSA	Thu 4/24/03	Wed 4/30/03	5 days								
3.1c	Submit: Feasible Transportation Alternatives Working Paper	Thu 5/1/03	Thu 5/1/03	1 day								
3.2b	Review (by Client): Feasible Transportation Alternatives Working Paper	Fri 5/2/03	Fri 5/23/03	15 days								
3.2a	Collaborate Project Team Comments	Fri 5/2/03	Fri 5/23/03	15 days								
3.2c	Revise (by Consultant): Feasible Transportation Alternatives Working Paper	Tue 5/27/03	Fri 5/30/03	4 days								
3.4	Present Findings to Public and Private Sector Consultation Groups	Tue 5/20/03	Fri 5/23/03	4 days								
3.5	Present Report to Local Government	Tue 5/27/03	Fri 6/13/03	14 days								
	<u>Hold Public Information Open Houses</u>	Mon 6/16/03	Fri 6/27/03	10 days								
3.7	<i>Final Deliverable: Feasible Transportation Alternatives Working Paper</i>	Wed 8/13/03	Wed 8/13/03	1 day								
OM/PNF 150	<b>Prepare Transportation Planning / Needs and Feasibility (P / N F) Report</b>	Thu 5/1/03	Thu 3/25/04	222 days								
5.	<b>Transportation Planning / Needs and Feasibility Report</b>	Thu 5/1/03	Mon 1/19/04	174 days								
5.1a	Prepare: Draft Transportation Planning / Needs and Feasibility Report	Thu 5/1/03	Thu 5/22/03	15 days								
5.1c	Submit: Draft Transportation Planning / Needs and Feasibility Report	Fri 5/23/03	Fri 5/23/03	1 day								
5.3	Present Draft P / N F Report to Steering Committee/Working Group	Tue 5/27/03	Fri 6/6/03	9 days								
	Present Draft P / N F Report Findings to Public and Private Sector Consultation Groups	Fri 5/16/03	Fri 5/23/03	5 days								
	Present Draft P / N F Report to Local Governments	Tue 5/27/03	Fri 6/13/03	14 days								
5.7	<i>Final Deliverable: Transportation Planning / Needs and Feasibility Report</i>	Wed 8/13/03	Wed 8/13/03	1 day								

Note: Project Schedule relates to P/NF Study Activities and does not include TOR/ESIP Stage Activities

Table 4

**Cumulative Spending Curve**

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

