

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

MONTHLY PROGRESS REPORT #18

Period Ending August 31, 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

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

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

- Draft report complete and posted on Project web site.

Economic Benefits Report

- Finalized and submitted the Economic Impact at the regional and national level.

Revenue Generation Report

- Revised the Revenue Generation memorandum based on input from meetings.

Environmental Overview

- Draft report complete and posted on Project web site.

Consultation

- Continued monitoring of project hotline including the preparation of daily reports and weekly overviews.
- Continued updating and management of public comment computer database including track web site comment forms and response letters.
- Held Project Managers teleconference on August 1.
- Met separately with representatives from Huron Church Businesses and representatives from Talbot Road Residents & Ratepayers on August 6 in Windsor.
- Met with LaSalle representatives on August 12 in LaSalle.
- Delivered project status presentation to Southwest Detroit Business Association on August 13.
- Consultant Team meeting held in Toronto on August 14.
- Participated in DRTP's Technical meeting in Mississauga on August 20.
- Conducted an Air Quality Assessment meeting on August 21 in Toronto.
- Attended LaSalle Council meeting on August 26.
- Continued creation of database to track information from Sign-in and Comment sheets collected from the PIOH meetings.
- Continued to prepare individual response letters for each comment sheet received at the PIOH meetings.

Communications

- Continued draft communications report from PIOH in Windsor and circulated to Working Group and Consultant Team representatives for comments and discussion.
- Coordinated interview with Mr. John Partridge from the Globe & Mail.

Service Deliverables / Project Management

- Coordination of Project Team activities and internal progress teleconferences continued.
- Preparation of monthly Progress Reports and Invoicing.

2.**Work Proposed for Next Period****Strategic and Geographic Area Overview Working Paper**

- Review comments received and update report as required.
- Incorporate into Draft P/NF Study Report.

Travel Demand Analysis Process Working Paper

- Incorporate into Draft P/NF Study Report.

Existing and Future Travel Demand Working Paper

- Incorporate into Draft P/NF Study Report.
- Respond to any comments received from the Consultation Groups.

Transportation Problems and Opportunities Report

- Incorporate into Draft P/NF Study Report.
- Respond to any comments received from the Consultation Groups.
- Update document to reflect work to date.

Feasible Transportation Alternatives Working Paper

- Incorporate into Draft P/NF Study Report.

Economic Benefits Report

- Develop evaluation criteria at the corridor level, and Conduct the preliminary evaluation to be presented at the public meeting in November
- Prepare a scope and budget of the economic analysis as part of the NEPA process

Revenue Generation Report

- Finalize the Revenue Generation memorandum based on input from meetings.

Consultation

- Continue to monitor project hotline.
- Continue to update and manage public comment computer database.
- Continue to update Consultation Group contact lists.
- Continue to prepare responses to PIOH 2 comment sheets and web form submissions as received.

Communications

- Complete communications follow-up report with recommendations for PIOH #3.
- Ongoing monitoring for project related coverage.

Service Deliverables / Project Management

- 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 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

The project is proceeding on an accelerated schedule.

A revised schedule of activities will be provided once the Work Plans are approved.

5. Budget Status

Based on invoicing received to date, a total of \$ 117,340.18 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 \$ 4,564,034.00 CDN, or 70% of the total budget. Please see **Table 2** for a breakdown of budget spent by project deliverable and interim deliverable.

A total of 887 person hours were invoiced this billing period. To date, 75% 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 4

Cumulative Spending Curve

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

