

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

## MONTHLY PROGRESS REPORT #6

Period Ending August 31, 2002

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

#### Strategic and Geographic Area Overview Working Paper

- Continued to receive information applicable to existing conditions and revised Strategic and Geographic Area Overview Working Paper accordingly. Incorporated City of Windsor recommendations and revised statements concerning maritime interests.

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

- Continued working on Interim Working Paper, incorporating comments from modeling working group.

#### Travel Demand Analysis Process Working Paper

- Continued with revisions to Travel Demand Analysis Process Working Paper.

#### Existing and Future Travel Demand Working Paper

- Consulted with SEMCOG to identify best means of making presentation to their constituency in October.
- Provided evaluation of future conditions estimate that was made by maritime interests.

#### Analysis Area Working Paper

- Continued draft working paper.

#### Transportation Problems and Opportunities Report

- Continued mapping of Environmental Overview information gathered for the U.S. side.

- Continued mapping of Environmental Overview information for the Canadian side.

## Feasible Transportation Alternatives Working Paper

- Finalized the Current Proposals Information Package for use by senior government officials.
- Continued review of Feasible Transportation Alternatives as proposed by Owners/Operators/Proponents.
- Continued review of additional alternatives as identified by the Consultant Team.
- Continued development of a pass/fail assessment framework for Transportation Alternatives.

## Economic Benefits Report

- Developed methodology document for economic benefits report.
- Collected historical economic data to support economics benefits assessment and travel demand forecasting.
- Developed new task order to fit within the revised schedule.

## Consultation

- Participated in discussions to determine nature and logistics of upcoming public open house meetings.
- Consulted with local community resources in search of meeting rooms for public open house meetings this fall.
- Additional meeting held with Mich-Can on August 6, 2002 in Windsor to clarify their proposal.
- Presented Study Overview at the Bringing Order to the Border Conference August 6, 2002.
- Initiated planning / siting of Public Information Open Houses and consultation activities leading up to this event.

## Communications

- Ongoing liaison with communications partners regarding approvals of the FAQ and Fast Fact documents for the Web site.
- Developed a press release/media advisory for the launch of the Web site.
- Ongoing liaison with communications team regarding approvals on news release.
- Ongoing updates to media tracking document and monitoring for coverage.
- Ongoing liaison with partnership communications regarding possible issues around study.

## Service Deliverables / Project Management

- Coordination of Project Team activities and internal progress teleconferences continued.
- Preparation of monthly Progress Reports and Invoicing.
- Updating of schedule leading up to PIC #1 in November. Initiated development of accelerated schedule, for consideration by the Steering Committee.

## 2.

## Work Proposed for Next Period

### Strategic and Geographic Overview Working Paper

- Post downloadable version of draft Working Paper on Project Web site.

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

- Finalize interim working paper based on comments received.

### Travel Demand Analysis Process Working Paper

- Complete and distribute final revision of Travel Demand Analysis Working Paper.

### Existing and Future Travel Demand Working Paper

- Assess existing travel demand.
- Assess future highway/road and rail travel demand.
- Prepare and submit draft working paper to Project Team.

### Analysis Area Working Paper

- Prepare and submit draft working paper for internal review.

### Transportation Problems and Opportunities Report

- Continue reviews of Archaeological and Heritage, Natural Environment, and Environmental Mapping on both Canadian and U.S. sides.
- Continue preparation of Draft Report.
- Continue mapping of Environmental Overview Information for both Canadian and US sides.

### Feasible Transportation Alternatives Working Paper

- Continue development of Feasible Transportation Alternatives for consideration in the analysis and evaluation.

- Continue preparation of Draft Working Paper.

## Economic Benefits Report

- Continue work on Economics benefit assessment.

## Consultation

- Work to finalize Tentative Presentation schedule of Transportation Problems & Opportunities Report & Feasible Transportation Alternatives.
- Continue to update Consultation Group contact lists.

## Communications

- Distribution of Web site news release to target media.
- Completion of the key message document with all partnership input and approval.

## Service Deliverables / Project Management

- Attend Steering Committee Meeting in Romulus Michigan September 3<sup>rd</sup> and 4<sup>th</sup>.
- 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

A major revision to truck traffic data has resulted in additional reworking of the Travel Demand Forecasting and Analysis tasks. We are working to minimize the effects on the schedule and are advising the Partnership of estimated additional costs.

In response to recent funding announcements by government and issues raised by proponents of border crossings the Consultant Team is working with the Project Team to develop an accelerated schedule for the completion of the Planning/Need and Feasibility Study for consideration by the Steering Committee. In addition, a proposal to accelerate later stages of the environmental approvals process is developed for consideration.

### 4. Schedule Status

The set-back experienced with the receipt of traffic data has delayed the original completion date of several deliverables: we are working to minimize the impacts of this set-back.

First round Public Information Open Houses will be held during the week of November 11, 2002.

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 \$ 161,843.71 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 \$833,197.86 CDN, or 18% of the total budget. Please see **Table 2** for a breakdown of budget spent by project deliverable and interim deliverable.

A total of 1216 person hours were invoiced this billing period. To date, 20% 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**  
 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 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	27-May-02	NA	
13	3.2a	Present Draft Working Paper to Project Team	30-May-02	31-May-02	NA	
14	3.2b	Review (by Client)	13-Jun-02	14-Jun-02	NA	
16	3.3	Present Working Paper to Public Sector Advisory Group and Private Sector	27-Jun-02	28-Jun-02	NA	
17	3.4	Final Deliverable	09-Jul-02	12-Jul-02	NA	
23	5.1a	<b>Travel Demand Analysis for Broad Geographic Area Interim Working Paper</b>	28-May-02	27-May-02	NA	
28	5.1b	<b>Methodology and Road Network for Focused Analysis Area (FAA) Interim Working Paper</b>	04-Jun-02	31-May-02	NA	
35	5.1c	<b>Traffic Analysis Zone System and Trip Tables for FAA Interim Working Paper</b>	28-May-02	27-May-02	NA	
<b>Travel Demand Analysis Process Working Paper</b>						
42	5.2c	Submit Working Paper to Project Team	04-Jun-02	31-May-02	NA	
43	5.3a	Present Working Paper to Project Team	18-Jul-02	28-Jun-02	NA	
44	5.3b	Review (by Client)	25-Jul-02	08-Jul-02	NA	
46	5.4	Present Working Paper to Public Sector Advisory Group and Private Sector	01-Aug-02	12-Jul-02	NA	
47	5.5	Final Deliverable	09-Aug-02	02-Aug-02	NA	
<b>Existing and Future Travel Demand Working Paper</b>						
55	8.1c	Submit Working Paper to Project Team	23-Aug-02	19-Aug-02	NA	
56	8.2a	Present Working Paper to Project Team	09-Sep-02	06-Sep-02	NA	
57	8.2b	Review (by Client)	17-Sep-02	13-Sep-02	NA	
59	8.3	Present Working Paper to Public Sector Advisory Group and Private Sector	26-Aug-02	26-Jul-02	NA	
60	8.4	Final Deliverable	03-Sep-02	02-Aug-02	NA	
<b>Analysis Area Working Paper</b>						
75	11.1c	Submit Working Paper to Project Team	17-Sep-02	16-Aug-02	NA	
76	11.2a	Present Working Paper to Project Team	01-Oct-02	06-Sep-02	NA	
77	11.2b	Review (by Client)	02-Oct-02	19-Sep-02	NA	
79	11.3	Present Working Paper to Steering Committee	19-Jun-02	26-Jul-02	NA	
80	11.4	Present Working Paper to Public Sector Advisory Group and Private Sector	26-Jun-02	02-Aug-02	NA	
81	11.5	Final Deliverable	09-Jul-02	16-Aug-02	NA	
<b>Transportation Problems and Opportunities Report</b>						
89	14.1c	Submit Report to Project Team	23-Jul-02	30-Aug-02	NA	
90	14.2a	Present Report to Project Team	30-Jul-02	06-Sep-02	NA	
91	14.2b	Review (by Client)	29-Aug-02	19-Sep-02	NA	
93	14.3	Present Report to Steering Committee	26-Aug-02	23-Aug-02	NA	
94	14.4	Present Report to Public Sector Advisory Group and Private Sector	03-Sep-02	30-Aug-02	NA	
95	14.5	Final Deliverable	12-Sep-02	13-Sep-02	NA	

**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	26-Sep-02	27-Sep-02	NA	
105	3.2a	Present Working Paper to Project Team	03-Oct-02	04-Oct-02	NA	
106	3.2b	Review (by Client)	16-Dec-02	17-Dec-02	NA	
108	3.3	Present Working Paper to Steering Committee	06-Aug-02	23-Aug-02	NA	
109	3.4	Group and Private Sector	13-Aug-02	30-Aug-02	NA	
110	3.5	Present Report to Local Government	04-Sep-02	13-Sep-02	NA	
111	3.6 PIC #1	Hold First Round Public Information Centres / Public Information Meetings	25-Sep-02	27-Sep-02	NA	
112	3.7	Final Deliverable	02-Oct-02	04-Oct-02	NA	
<b>Transportation Alternatives Report</b>						
119	5.1c	Submit Report to Project Team	10-Oct-02	11-Oct-02	NA	
120	5.2a	Present Report to Project Team	17-Oct-02	18-Oct-02	NA	
121	5.2b	Review (by Client)	16-Dec-02	17-Dec-02	NA	
123	5.3	Present Report to Steering Committee	22-Nov-02	04-Dec-02	NA	
124	5.4	Present Report to Public Sector Advisory Group and Private Sector	02-Dec-02	11-Dec-02	NA	
125	5.5	Present Report to Local Government	06-Jan-03	15-Jan-03	NA	
126	5.6 PIC #2	Hold Second Round Public Information Centres / Public Information Meetings	27-Jan-03	05-Feb-03	NA	
127	5.7	Final Deliverable	10-Feb-03	19-Feb-03	NA	
<b>OM/PNF 130 Economic Benefits Report</b>						
135	2.1c	Submit Report to Project Team	26-Feb-03	07-Mar-03	NA	
136	2.2a	Present Report to Project Team	05-Mar-03	14-Mar-03	NA	
137	2.2b	Review (by Client)	02-May-03	13-May-03	NA	
139	2.3	Present Report to Steering Committee	15-Apr-03	25-Apr-03	NA	
140	2.4	Final Deliverable	23-Apr-03	02-May-03	NA	
<b>OM/PNF 140 Revenue Generation Report</b>						
150	4.1c	Submit Report to Project Team	07-May-03	16-May-03	NA	
151	4.2a	Present Report to Project Team	21-May-03	02-Jun-03	NA	
152	4.2b	Review (by Client)	23-May-03	04-Jun-03	NA	
154	4.3	Present Report to Steering Committee	15-Apr-03	25-Apr-03	NA	
155	4.4	Final Deliverable	23-Apr-03	02-May-03	NA	
<b>OM/PNF 150 Transportation Planning / Needs and Feasibility Report</b>						
166	5.1c	Submit Report to Project Team	07-May-03	16-May-03	NA	
167	5.2a	Present Report to Project Team	21-May-03	02-Jun-03	NA	
168	5.2b	Review (by Client)	23-May-03	04-Jun-03	NA	
170	5.3	Present Report to Steering Committee	30-Jun-03	03-Jul-03	NA	
171	5.4	Present Report to Public Sector Advisory Group and Private Sector	09-Jul-03	11-Jul-03	NA	
172	5.5	Present Report to Local Government	30-Jul-03	01-Aug-03	NA	
173	5.6 PIC #3	Hold Third Round Public Information Centres / Public Information Meetings	27-Aug-03	29-Aug-03	NA	
174	5.7	Final Deliverable	28-Aug-03	02-Sep-03	NA	
<b>OM/PNF 160 Summary Transportation Planning / Needs and Feasibility Summary Report</b>						
181	1.1c	Submit Report to Project Team	19-Sep-03	23-Sep-03	NA	
182	1.1d	Review (by Client)	26-Sep-03	30-Sep-03	NA	
184	1.2	Final Deliverable	25-Nov-03	28-Nov-03	NA	
<b>OM/PNF 210 Finalization of Study Design pursuant to negotiations with the Project Co-ordinator</b>						
187		Final Deliverable	28-Oct-03	30-Oct-03	NA	





Table 4

**Cumulative Spending Curve**  
CAN - US - ON - MI Transportation Partnership Planning / Need and Feasibility Study

