

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

MONTHLY PROGRESS REPORT #8

Period Ending October 31, 2002

1. Work Accomplished This Period (4 Weeks)

Strategic and Geographic Area Overview Working Paper

- This task is complete.
- Posted downloadable version of draft Working Paper on Project Web site.

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 reviews and 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.
- Prepared draft report for internal review.

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.
- Continued draft working paper.
- Prepared internal report.

Feasible Transportation Alternatives Working Paper

- 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 an economic assessment of the "do nothing" scenario and provided a technical memorandum describing the costs of not doing anything.
- Collected data to support economics benefits assessment and travel demand forecasting.
- Provided economic input and support to the IBI Group in support of the travel demand forecasting.

Consultation

- Meeting held with Canadian and US Customs on October 3, 2002 in Detroit.
- Meeting held with project Steering Committee and Windsor-Detroit Border Working Group on October 7, 2002.
- Public and Private Sector Consultation Group meetings conducted on October 16, 2002 in Windsor.
- Initiated planning / siting of Public Information Open Houses and consultation activities leading up to this event.
- Conducted Council meetings in the study area, including Windsor, LaSalle, Essex, and Detroit.
- SEMCOG meeting held on October 23, 2002.
- Meeting held with Remo Mancini (Ambassador Bridge) on October 30, 2002.

Communications

- 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.
- Developed newspaper advertisement to announce upcoming Public Information Open Houses.
- Ongoing updating of Project Web-site.

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 PIOH #1 in November.

2. Work Proposed for Next Period

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 draft 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.

- Prepare and submit draft working paper for internal review.
- Prepare and submit draft report for internal review.

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

- 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 Project Team is continuing to address schedule issues, in terms of completing and submitting deliverables.
- The findings of the Canada/Ontario Management Committee are expected this month. The Team will need to review and prepare a response as to how the findings impact the P/NF Study.

4. Schedule Status

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 \$ 248,712.10 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 \$1,257,400.72 CDN, or 28% of the total budget. Please see **Table 2** for a breakdown of budget spent by project deliverable and interim deliverable.

A total of 2037.8 person hours were invoiced this billing period. To date, 29% 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
OMP/NF 110 Transportation Problems and Opportunities Report						
Strategic and Geographic Area Working Paper						
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	Travel Demand Analysis for Broad Geographic Area Interim Working Paper	22-Mar-02	3-Jun-02	3-Jun-02	
23	5.1b	Methodology and Road Network for Focused Analysis Area (FAA) Interim Working Paper	5-Apr-02	3-Jun-02	3-Jun-02	
32	5.1c	Traffic Analysis Zone System and Trip Tables for FAA Interim Working Paper	10-May-02	6-Aug-02	6-Aug-02	
Travel Demand Analysis Process Working Paper						
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	13-Dec-02	NA	
41	5.3a	Collaborate Project Team Comments	18-Jun-02	20-Dec-02	NA	
43	5.4	Present Working Paper to Public and Private Sector Consultation Groups	3-Jul-02	29-Jan-03	NA	
44	5.5	Final Deliverable	12-Jul-02	5-Feb-03	NA	
Existing and Future Travel Demand Working Paper						
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	NA	
54	8.2a	Collaborate Project Team Comments	12-Jul-02	6-Dec-02	NA	
56	8.3	Present Working Paper to Public and Private Sector Consultation Groups	26-Jul-02	10-Jan-02	NA	
57	8.4	Final Deliverable	29-Jul-02	17-Jan-02	NA	
Analysis Area Working Paper						
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	29-Nov-02	NA	
74	11.2a	Collaborate Project Team Comments	25-Jun-02	6-Dec-02	NA	
76	11.3	Present Working Paper to Steering Committee	11-Jul-02	7-Jan-03	NA	
77	11.4	Present Working Paper to Public and Private Sector Consultation Groups	18-Jul-02	15-Jan-03	NA	
78	11.5	Final Deliverable	19-Aug-02	22-Jan-03	NA	
Transportation Problems and Opportunities Report						
86	14.1c	Submit Report to Project Team	19-Jun-02	15-Nov-02	15-Nov-02	
87	14.2b	Review (by Client)	26-Jun-02	22-Nov-02	NA	
88	14.2a	Collaborate Project Team Comments	9-Jul-02	25-Nov-02	NA	
90	14.3	Present Report to Steering Committee	23-Jul-02	12-Dec-02	NA	
91	14.4	Present Working Paper to Public and Private Sector Consultation Groups	30-Jul-02	9-Jan-03	NA	
92	14.5	Final Deliverable	29-Nov-02	19-Dec-02	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
OM/PNF 120 Transportation Alternatives Report						
Feasible Transportation Alternatives Working Paper						
101	3.1c	Submit Working Paper to Project Team	19-Jul-02	15-Nov-02	15-Nov-02	
102	3.2b	Review (by Client)	26-Jul-02	22-Nov-02	NA	
103	3.2a	Collaborate Project Team Comments	19-Aug-02	25-Nov-02	NA	
105	3.3	Present Working Paper to Steering Committee	10-Sep-02	2-Dec-02	NA	
106	3.4	Present Working Paper to Public Sector Advisory Group and Private Sector	17-Sep-02	16-Dec-02	NA	
107	3.5	Present Report to Local Government	24-Sep-02	8-Nov-02	8-Nov-02	
108	3.6 PIC #1	Hold First Round Public Information Centres / Public Information Meetings	1-Oct-02	15-Nov-02	15-Nov-02	
109	3.7	Final Deliverable	29-Nov-02	17-Dec-02	NA	
Transportation Alternatives Report						
116	5.1c	Submit Report to Project Team	7-Nov-02	20-Jan-03	NA	
118	5.2a	Collaborate Project Team Comments	6-Dec-02	27-Jan-03	NA	
117	5.2b	Review (by Client)	14-Nov-02	17-Feb-03	NA	
120	5.3	Present Report to Steering Committee	10-Jan-03	10-Mar-03	NA	
121	5.4	Present Working Paper to Public and Private Sector Consultation Groups	24-Jan-03	24-Mar-03	NA	
122	5.5	Present Report to Local Government	11-Feb-03	4-Apr-03	NA	
123	5.6 PIC #2	Hold Second Round Public Information Centres / Public Information Meetings	18-Feb-03	11-Apr-03	NA	
124	5.7	Final Deliverable	16-Apr-03	12-Jun-03	NA	
OM/PNF 130 Economic Benefits Report						
132	2.1c	Submit Report to Project Team	31-Mar-03	27-May-03	NA	
133	2.2b	Review (by Client)	7-Apr-03	3-Jun-03	NA	
134	2.2a	Collaborate Project Team Comments	22-Apr-03	17-Jun-03	NA	
136	2.3	Present Report to Steering Committee	5-May-03	30-Jun-03	NA	
137	2.4	Final Deliverable	7-May-03	3-Jul-03	NA	
OM/PNF 140 Revenue Generation Report						
147	4.1c	Submit Report to Project Team	24-Mar-03	27-May-03	NA	
148	4.2b	Review (by Client)	31-Mar-03	3-Jun-03	NA	
149	4.2a	Collaborate Project Team Comments	14-Apr-03	17-Jun-03	NA	
151	4.3	Present Report to Steering Committee	5-May-03	30-Jun-03	NA	
152	4.4	Final Deliverable	7-May-03	3-Jul-03	NA	
OM/PNF 150 Transportation Planning / Needs and Feasibility Report						
163	5.1c	Submit Report to Project Team	13-Jun-03	1-Aug-03	NA	
164	5.2b	Review (by Client)	20-Jun-03	8-Aug-03	NA	
165	5.2a	Collaborate Project Team Comments	15-Jul-03	29-Aug-03	NA	
167	5.3	Present Report to Steering Committee	12-Aug-03	29-Sep-03	NA	
168	5.4	Present Working Paper to Public and Private Sector Consultation Groups	13-Aug-03	30-Sep-03	NA	
169	5.5	Present Report to Local Government	4-Sep-03	22-Oct-03	NA	
170	5.6 PIC #3	Hold Third Round Public Information Centres / Public Information Meetings	11-Sep-03	29-Oct-03	NA	
171	5.7	Final Deliverable	10-Nov-03	6-Jan-04	NA	
OM/PNF 160 Summary Transportation Planning / Needs and Feasibility Summary Report						
178	1.1c	Submit Report to Project Team	10-Oct-03	28-Nov-03	NA	
179	1.1d	Review (by Client)	27-Oct-03	12-Dec-03	NA	
181	1.2	Final Deliverable	10-Nov-03	6-Jan-04	NA	
OM/PNF 210 Finalization of Study Design pursuant to negotiations with the Project Co-ordinator						
187		Final Deliverable	12-Apr-02	1-Apr-02	1-Apr-02	

* ID Refers to Project Summary Schedule

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

Task/Work Site	Task Title	Start	Finish	Duration	8/	September	October	November	December	January	February	March	April	May
					8/18	9/15	10/13	11/10	12/8	1/5	2/2	3/2	4/30	5/27
OMP/NF 110	Prepare Transportation Problems and Opportunities Report													
4. - 5.	Travel Demand Analysis Process Working Paper	Mon 4/29/02	Wed 2/5/03	168 days										
5.3c	Submit: Travel Demand Analysis Process Working Paper to Project Team	Fri 11/15/02	Fri 11/15/02	1 day										
5.3b	Review (by Client): Travel Demand Analysis Process Working Paper	Mon 11/18/02	Fri 12/13/02	19 days										
5.3a	Collaborate Project Team Comments	Mon 12/16/02	Fri 12/20/02	5 days										
5.3c	Revise (by Consultant): Travel Demand Analysis Process Working Paper	Mon 1/6/03	Thu 1/9/03	4 days										
5.4	Present Working Paper to Public and Private Sector Consultation Groups	Fri 1/24/03	Wed 1/29/03	4 days										
5.5	Final Deliverable: Travel Demand Analysis Process Working Paper	Wed 2/5/03	Wed 2/5/03	1 day										
6. - 8.	Existing and Future Travel Demand Working Paper	Tue 9/10/02	Fri 1/17/03	82 days										
8.1a	Prepare: Existing and Future Travel Demand Working Paper	Wed 10/15/02	Thu 11/7/02	17 days										
8.1b	Submit: Existing and Future Travel Demand Working Paper to CSA	Fri 11/8/02	Fri 11/8/02	1 day										
8.1c	Submit: Existing and Future Travel Demand Working Paper to Project Team	Fri 11/15/02	Fri 11/15/02	1 day										
8.2b	Review (by Client): Existing and Future Travel Demand Working Paper	Mon 11/18/02	Fri 11/29/02	9 days										
8.2a	Collaborate Project Team Comments	Mon 12/2/02	Fri 12/6/02	5 days										
8.2c	Revise (by Consultant): Existing and Future Travel Demand Working Paper	Mon 12/9/02	Fri 12/13/02	5 days										
8.3	Present Working Paper to Public and Private Sector Consultation Groups	Mon 12/16/02	Fri 1/10/03	10 days										
8.4	Final Deliverable: Existing and Future Travel Demand Working Paper	Fri 1/17/03	Fri 1/17/03	1 day										
9. - 11.	Analysis Area Working Paper	Thu 10/10/02	Wed 1/22/03	64 days										
11.1a	Prepare: Analysis Area Working Paper	Wed 10/30/02	Thu 10/31/02	2 days										
11.1b	Submit: Analysis Area Working Paper to CSA	Fri 11/8/02	Fri 11/8/02	1 day										
11.1c	Submit: Analysis Area Working Paper	Fri 11/15/02	Fri 11/15/02	1 day										
11.2b	Review (by Client): Analysis Area Working Paper	Mon 11/18/02	Fri 11/29/02	9 days										
11.2a	Collaborate Project Team Comments	Mon 12/2/02	Fri 12/6/02	5 days										
11.2c	Revise (by Consultant): Analysis Area Working Paper	Mon 12/9/02	Fri 12/13/02	5 days										
11.3	Present Working Paper to Steering Committee	Tue 1/7/03	Tue 1/7/03	1 day										
11.4	Present Working Paper to Public and Private Sector Consultation Groups	Fri 1/10/03	Wed 1/15/03	4 days										
11.5	Final Deliverable: Analysis Area Working Paper	Wed 1/22/03	Wed 1/22/03	1 day										
12. - 14.	Transportation Problems and Opportunities Report	Mon 4/8/02	Wed 2/5/03	221 days										
14.1a	Prepare: Transportation Problems and Opportunities Report	Thu 10/17/02	Thu 10/17/02	11 days										
14.1b	Submit: Transportation Problems and Opportunities Report to CSA	Fri 11/8/02	Fri 11/8/02	1 day										
14.1c	Submit: Transportation Problems and Opportunities Report	Fri 11/15/02	Fri 11/15/02	1 day										
14.2b	Review (by Client): Transportation Problems and Opportunities Report	Mon 11/18/02	Fri 11/29/02	5 days										
14.2a	Collaborate Project Team Comments	Fri 11/22/02	Mon 11/25/02	2 days										
14.2c	Revise (by Consultant): Transportation Problems and Opportunities Report	Fri 11/22/02	Fri 12/6/02	10 days										
14.3	Present Report to Steering Committee	Mon 12/9/02	Thu 12/12/02	4 days										
14.4	Present Report to Public and Private Sector Consultation Groups	Fri 12/13/02	Thu 1/9/03	10 days										
14.5	Final Deliverable: Transportation Problems and Opportunities Report	Thu 12/19/02	Thu 12/19/02	1 day										
OMP/NF 120	Prepare Transportation Alternatives Report													
3.	Feasible Transportation Alternatives Working Paper	Thu 10/17/02	Tue 12/17/02	43 days										
3.1a	Prepare: Feasible Transportation Alternatives Working Paper	Thu 10/17/02	Thu 11/14/02	21 days										
3.1b	Submit: Feasible Transportation Alternatives Working Paper to CSA	Fri 11/8/02	Fri 11/8/02	1 day										
3.1c	Submit: Feasible Transportation Alternatives Working Paper	Fri 11/15/02	Fri 11/15/02	1 day										
3.2b	Review (by Client): Feasible Transportation Alternatives Working Paper	Mon 11/18/02	Fri 11/22/02	5 days										
3.2a	Collaborate Project Team Comments	Fri 11/22/02	Mon 11/25/02	2 days										
3.2c	Revise (by Consultant): Feasible Transportation Alternatives Working Paper	Fri 11/22/02	Mon 11/25/02	2 days										
3.3	Present Working Paper to Steering Committee	Tue 11/25/02	Mon 12/2/02	4 days										
3.4	Present Working Paper to Public and Private Sector Consultation Groups	Tue 12/3/02	Mon 12/16/02	10 days										
3.5	Present Report to Local Government	Mon 10/21/02	Fri 11/8/02	15 days										
PIC #1	Hold Public Information Centres / Public Information Meetings	Mon 11/11/02	Fri 11/15/02	5 days										
3.7	Final Deliverable: Feasible Transportation Alternatives Working Paper	Tue 12/17/02	Tue 12/17/02	1 day										
5.	Transportation Alternatives Report	Mon 12/16/02	Tue 5/17/03	119 days										
5.1a	Prepare: Transportation Alternatives Report	Mon 12/16/02	Fri 1/17/03	15 days										
5.1b	Submit: Transportation Alternatives Report to CSA	Mon 1/13/03	Mon 1/13/03	1 day										
5.1c	Submit: Transportation Alternatives Report to Project Team	Mon 1/20/03	Mon 1/20/03	1 day										
5.2a	Collaborate Project Team Comments	Tue 1/21/03	Mon 1/27/03	5 days										
5.2b	Review (by Client): Transportation Alternatives Report	Tue 1/28/03	Mon 2/17/03	15 days										
5.2c	Revise (by Consultant): Transportation Alternatives Report	Tue 2/18/03	Mon 3/3/03	10 days										
5.3	Present Report to Steering Committee	Tue 3/4/03	Mon 3/10/03	5 days										
5.4	Present Report to Public Sector Advisory Group and Private Sector	Tue 3/11/03	Mon 3/24/03	10 days										
5.5	Present Report to Local Governments	Tue 3/25/03	Fri 4/4/03	9 days										
PIC #2	Hold Public Information Centres / Public Information Meetings	Mon 4/7/03	Fri 4/11/03	5 days										

Table 4

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

