

March 2, 2011

Mr. Mohammed Alghurabi, P.E.  
VanWagoner Transportation Bldg.  
425 W. Ottawa  
P.O. Box 30050  
Lansing, MI 48933

Via Email

RE: NITC Project; Job No. 108188C  
PTG Job No 647225 - Invoice No. 18 (11030196) Progress Report

Dear Mohammed:

Enclosed is the narrative progress report for the New International Trade Crossing (NITC) Project. This report covers all work performed by the Parsons consulting team. It supports Invoice No. 18 for February 2011. The invoice will be submitted under separate cover to Pam Decker.

Please call if you have any questions or comments.

Sincerely yours,

**PARSONS**



Bruce L. Campbell, P.E.  
Deputy Project Manager

**PROGRESS REPORT  
PARSONS TRANSPORTATION GROUP  
NITC PROJECT  
JANUARY 29, 2011 – FEBRUARY 25, 2011**

The following details the work progress for the project by Contract. At the end of the task progress discussion are sections that address updates of the schedule, and items needed from MDOT.

**CONTRACT 1 – CONSULTANT COORDINATION**

**P/PMS TASK 211M –PUBLIC ENGAGEMENT**

**A. Work Progress**

- Participated in the following meetings:
  - February 23 – SWCBC meeting, Delray House
  - February 23 – LAC/LAG meeting, Southwestern H.S.

**B. Products**

- Junction presentation.
- Meeting minutes.

**C. Task Evaluation**

- None this period.

**D. Upcoming Work**

- Continue normal community engagement work.
- Participate in the following meetings:
  - March 30: LAC/LAG meeting.

**E. Real or Anticipated Problems**

- None this period.

**P/PMS TASK 3010 – PROJECT MANAGEMENT**

**A. Work Progress**

- Prepared for and attended the following meetings:
  - January 31 – MDOT – Project Schedule & Cost, Lansing
  - February 2 – MDOT – Project Schedule & Cost, Lansing
  - February 17 – MDOT/URS – Utility coordination/schedule, Lansing
  - February 17 – MDOT/URS – ROW Acquisition coordination/schedule, Lansing

- February 24 – NTH/NCI/URS – Utility coordination, Lansing
- Continued efforts in the development of a program master schedule.
- Continued updating master cost estimate including; Developed cash flow scenarios and tables.
- Reviewed Green Sheet analysis and provided independent estimate for mitigation summary and local improvements.
- Prepared Junction presentation.
- Developed amendment #2 scope.
- Processed subconsultants invoices and evaluated amendment revisions.

**B. Products**

- Revised Master Cost Estimate worksheet.
  - Cash flow graphs
- Draft project schedule
- Green sheet analysis
- Corradino invoice summary
- Project controls reports (EV, Form 3106, etc.)
- Materials as input to:
  - SWCBC Junction presentation.

**C. Task Evaluation**

- None this period.

**D. Upcoming Plans**

- Attend project meetings.
- Develop action plan for project implementation should legislative approval occur.
- Update project cost allocations and cash flows to match schedule revisions.
- Continue development of the master program schedule including meetings with MDOT subject matter experts as needed.

**E. Real or Anticipated Problems**

- Provide input to MDOT to support NITC legislative action and briefing of new administration.

**P/PMS TASK 3020 – PROJECT WIDE ACTIVITIES**

**A. Work Progress**

- None this period.

**B. Products**

- None this period.

**C. Task Evaluation**

- None this period.

**D. Upcoming Plans**

- None next period.

**P/PMS TASK 3030 – PROJECT CONTROLS**

**A. Work Progress**

- Continued filing of Project Record documents.
- Continued development of a master program schedule including Program WBS structure.
- Prepared for and attended several internal teleconferences for schedule.

**B. Products**

- Draft schedule

**C. Task Evaluation**

- Will need to continue meeting with MDOT staff to further develop and complete the master program schedule.

**D. Upcoming Plans**

- Document control.
- Continue development of a comprehensive project schedule.

**P/PMS TASK 3040 – PROJECT EXECUTION**

**A. Work Progress**

- None this period.

**B. Products**

- None at this period.

**C. Task Evaluation**

- None.

**D. Upcoming Plans**

- None.

**P/PMS TASK 3060 – QUALITY ASSURANCE & QUALITY CONTROL**

**A. Work Progress**

- None this period.

**B. Products**

- None this period.

**C. Task Evaluation**

- None.

**D. Upcoming Plans**

- None.

**E. Real or Anticipated Problems**

- None.

**P/PMS TASK 3300 – DESIGN COORDINATION & PRELIMINARY ENGINEERING**

**A. Work Progress**

- Developed Junction crossing design options.

**B. Products**

- Junction plan and profile for two options.

**C. Task Evaluation**

- None this period.

**D. Upcoming Plans**

- Participate in Core Team meeting when scheduled.
- Participate in Design Team meetings when scheduled.

**E. Real or Anticipated Problems**

- None.

**P/PMS TASK 3330 – ROAD DESIGN SURVEY**

**A. Work Progress**

- None this period.

**B. Products**

- None this period.

**C. Task Evaluation**

- Task is complete.

**D. Upcoming Plans**

- None.

**P/PMS TASK 3400 – DESIGN FIELD SERVICES**

**A. Work Progress**

- Project maintenance.
- Prepared for and attended the following meetings:
  - February 17 – MDOT/URS – Utility coordination/schedule, Lansing
  - February 24 – NTH/NCI/URS – Utility coordination, Lansing

**B. Products**

- Utility file CD.
- DWSD elevation datum conversion factor.

**C. Task Evaluation**

- None this period.

**D. Upcoming Plans**

- Continue assistance in utility coordination.
- Receive utility company markups and incorporate comments into base plans.

**P/PMS TASK 3600 – MUNICIPAL UTILITY DESIGN**

**A. Work Progress**

- None this period.

**B. Products**

- None this period.

**C. Task Evaluation**

- Submitted invoices that were previously omitted.

**D. Upcoming Plans**

- None this period.

**P/PMS TASK 3700 – ENVIRONMENTAL COORDINATION**

**A. Work Progress**

- None this period.

**B. Products**

- None.

**C. Task Evaluation**

- None.

**D. Upcoming Plans**

- None this period.

#### P/PMS TASK 4000 – RIGHT OF WAY

##### **A. Work Progress**

- None this period.

##### **B. Products**

- None this period.

##### **C. Task Evaluation**

- None.

##### **D. Upcoming Plans**

- Address ROW issues as they arise and for which MDOT seeks assistance.

##### **E. Real or Anticipated Problems**

- None this period.

#### P/PMS TASK 4510 – RIGHT-OF-WAY SURVEY

##### **A. Work Progress**

- None this period.

##### **B. Products**

- None this period.

##### **C. Task Evaluation**

- Task is complete.

##### **D. Upcoming Plans**

- None.

##### **F. Items Needed from MDOT**

- Attached are the following log of items needed from MDOT and other consultants:
  - Submittal logs are temporarily suspended.
- Final meeting minutes for the following meetings:
  - None.

## ATTACHMENT

### **G. CONTACT RECORDS**

- Daily contact records, daily e-mails and conversations by phone and in person with the MDOT Project Manager, Deputy Project Manager and other MDOT/FHWA personnel.
- Monthly progress report
- Notes, as appropriate, of the following meetings:
  - February 17 – Utility coordination meeting.
  - February 17 – ROW acquisition meeting.
  - February 23 – LAC/LAG Meeting.
  - February 24 – Utility coordination meeting.
- Input to notes and presentation materials, as required, on each of the following meetings.
  - February 23 – SWCBC Meeting.

### **H. SCHEDULE & BUDGET DETAIL**

- We have been advised that Contract Amendment #1 Part B for Corradino w/ DLA will not be authorized and that an amendment will be executed to in effect “reverse” the Part B funding shift.
- Parsons is preparing an amendment to:
  - “Reverse” Amendment #1, Part B changes.
  - Adjusted anticipated completion date from June 30, 2011 to September 30, 2011.
  - Modify Parsons ODC budget to account for shift of LAC/LAG meetings from Corradino budget to Parsons’ budget.

**JN: TBD – CONTRACT 2 – AESTHETIC DESIGN GUIDE (HAMILTON ANDERSON)**

Contract not yet executed.

**JN: 802330C – CONTRACT 3 – I-75 MAIN LINE (URS)**

See URS progress report.

**JN: 108202D – CONTRACT 4 – S37-82194 (BENESCH)**

See Benesch progress report.

**JN: 108202D – CONTRACT 5 – S38-82194 (WILCOX)**

See Wilcox progress report.

**JN: 108202D – CONTRACT 6 – S39-82194 (URS)**

See URS progress report.

**JN: 108202D – CONTRACT 7 – S37-82194 (URS)**

See URS progress report.