

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

MONTHLY PROGRESS REPORT #2

Period Ending April 30, 2002

1. Work Accomplished This Period (4 Weeks)

Strategic and Geographic Overview Working Paper

- Working meeting held at URS Cole Sherman with Team members to develop final outline for Strategic and Geographic Overview Working Paper. Final outline prepared.
- Contacted John Taylor for guidance on establishing criteria for inclusion of shippers/carriers on the Shippers/Carriers Advisory Group. Seeking method of identifying "Top Ten" for membership on Advisory Group.
- Contacted Remo Mancini, Canadian Transit Company (Ambassador Bridge), on April 16 and requested schematic of latest bridge deck configuration and traffic flow plus latest traffic/truck volumes. Skip McMahon returned the call on April 19 and promised to see what he could obtain.
- Received ArcView information from Tetrad for the Michigan and Ontario sides.
- Initiated work on BGA mapping. BGA mapping sent to Team members for review.
- Received environmental mapping from SEMCOG for Michigan.
- Contacted City of Windsor and Town of LaSalle seeking land use, cultural, economic, traffic and stakeholder information.
- Obtained population, employment, and land use data from Canadian sources through Internet. Data available for U.S. side via SEMCOG.
- Obtained additional trade, tourism and border crossing trend information from available sources for the focused analysis area.

Travel Demand Analysis for Broad Geographic Area Interim Working Paper

- Continued review of available information.

- Initiated draft working paper.

Methodology and Road Network for Focused Analysis Area Interim Working Paper

- Requested transportation models from agencies; awaiting MTO TransCad network.
- Traffic counts, intersection volumes, and additional traffic reports requested from City of Windsor.
- Loaded, reviewed, and converted Windsor model from System 2 into FAA.
- Obtained highway traffic data from MTO. Awaiting electronic file and hourly volumes.

Analysis Area Working Paper

- Reviewed transportation models used by relevant agencies (Emme/2, Systems 2, TransCAD, and TranPlan).
- Reviewed micro-simulation models to simulate customs/toll processing, queuing and traffic impacts at border crossings and on the road network leading the crossings.
- Performed literature review of cross border demand forecasting methods and studies.
- Initiated draft working paper.

Transportation Problems and Opportunities Report

- Continued Environmental Overview & Investigation of concentrations of Minority and Low Income Population Groups.

Feasible Transportation Alternatives Report

- Continued review of Feasible Transportation Alternatives.
- Reviewed available data (primarily media reports) on other Border Crossing proposals.

Consultation

- Developed list of entities to be involved in Public Sector Advisory Group, Private Sector Advisory Group, and Owners/Operators Advisory Group.
- Initiated contact with agencies and municipalities both on the Canadian and U.S. sides.
- Discussed ground rules for participation in each of the Advisory Groups as well as those wishing to speak at and meetings.

- A letter was sent out (dated April 29, 2002) to municipal governments, public agencies and government organizations regarding study start-up. This letter included a fax-back form to identify public advisory contacts for the Study.

Service Deliverables / Project Management

- Coordination of Project Team activities and internal progress teleconferences continued.
- Teleconference held with Partnership April 22, 2002. Discussion included the outcomes of the March 21, 2002 Partnership teleconference, Security Working Paper, Freedom of Information Act request, Revised Schedule & Study Design, Public & Private Sector Advisory Groups, Role of Communications Subconsultant, and Invoicing.
- Refined mock-up of Project Web Site for review by Project Team.
- Preparation of monthly Progress Reports and Invoicing.

2.

Work Proposed for Next Period

Strategic and Geographic Overview Working Paper

- Continue to seek best available demographic and land use information from all sources.
- Complete BGA Mapping.
- Submit Draft Strategic and Geographic Overview Paper to URS Cole Sherman by Tuesday, May 14 for possible delivery to client at meeting on May 22.

Travel Demand Analysis for Broad Geographic Area Interim Working Paper

- Complete draft working paper and submit to Project Team.

Methodology and Road Network for Focused Analysis Area Interim Working Paper

- Continue work on road network.
- Obtain and assess border-crossing data.
- Complete draft working paper and submit to Project Team.

Traffic Analysis Zone System and Trip Tables for Focused Analysis Area Interim Working Paper

- Develop zone system for review.
- Continue work on trip tables.

Analysis Area Working Paper

- Initiate draft working paper.

Transportation Problems and Opportunities Report

- Continue reviews of Archaeological and Heritage, Natural Environment, and Environmental Mapping on both Canadian and U.S. sides.

Feasible Transportation Alternatives Report

- Continue review of Feasible Transportation Alternatives.
- In conjunction with the Project Team, arrange to meet teams with border crossing proposals.

Consultation

- Continue to update Advisory Group contact lists.
- Establish meeting schedule for Advisory Groups leading up to PIC#1.

Service Deliverables / Project Management

- Prepare and present informal presentation (current progress and future plans) to the Steering Committee on May 22, 2002.
- Finalize and obtain approval to activate Project Web Site.
- 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 OPSEU strike continued to delay certain activities through this period. With the strike resolved May 6, 2002, PIC # 1 is scheduled for October 2002.

The Consultant Team is experiencing difficulty in obtaining border crossing data for auto and commercial vehicles, and processing times from Customs and Immigration.

The Consultant Team is experiencing difficulty in arranging meetings with Customs and Immigration officials in an effort to get answers to our list of questions. MDOT is to contact BSPC to request the release of the data used for Border Wizard. MDOT to investigate availability of this program for this study.

4. Schedule Status

As mentioned above, the OPSEU strike has delayed certain activities during this period. As such, there were no deliverables completed in this period. Please see **Table 1** and **Exhibit 1** for the current project schedule for study deliverables.

5. Budget Status

A total of \$136,861 CDN was expended this billing period. The total budget spent to date is \$ 195,632 CDN, or 4% of the total budget. Please see **Table 2** for a breakdown of budget spent by project deliverable and interim deliverable.

A total of 1180 person hours were used this billing period. To date, 7 % of the total project person hours have been used. Please see **Table 3** for a breakdown of hours by project deliverable and interim deliverable.

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
OM/PNF 110 Transportation Problems and Opportunities Report						
Strategic and Geographic Area Working Paper						
12	3.1c	Submit Draft Working Paper to Project Team	22-May-02	22-May-02	NA	
13	3.2a	Present Draft Working Paper to Project Team	30-May-02	30-May-02	NA	
14	3.2b	Review (by Client)	13-Jun-02	13-Jun-02	NA	
16	3.3	Present Working Paper to Public Sector Advisory Group and Private Sector	27-Jun-02	27-Jun-02	NA	
17	3.4	Final Deliverable	09-Jul-02	09-Jul-02	NA	
23	5.1a	Travel Demand Analysis for Broad Geographic Area Interim Working Paper	28-May-02	28-May-02	NA	
28	5.1b	Methodology and Road Network for Focused Analysis Area (FAA) Interim Working Paper	28-May-02	28-May-02	NA	
35	5.1c	Traffic Analysis Zone System and Trip Tables for FAA Interim Working Paper	18-Jul-02	18-Jul-02	NA	
Travel Demand Analysis Process Working Paper						
42	5.2c	Submit Working Paper to Project Team	01-Aug-02	01-Aug-02	NA	
43	5.3a	Present Working Paper to Project Team	09-Aug-02	09-Aug-02	NA	
44	5.3b	Review (by Client)	23-Aug-02	23-Aug-02	NA	
46	5.4	Present Working Paper to Public Sector Advisory Group and Private Sector	09-Sep-02	09-Sep-02	NA	
47	5.5	Final Deliverable	17-Sep-02	17-Sep-02	NA	
Existing and Future Travel Demand Working Paper						
55	8.1c	Submit Working Paper to Project Team	26-Aug-02	26-Aug-02	NA	
56	8.2a	Present Working Paper to Project Team	03-Sep-02	03-Sep-02	NA	
57	8.2b	Review (by Client)	17-Sep-02	17-Sep-02	NA	
59	8.3	Present Working Paper to Public Sector Advisory Group and Private Sector	01-Oct-02	01-Oct-02	NA	
60	8.4	Final Deliverable	02-Oct-02	02-Oct-02	NA	
Analysis Area Working Paper						
75	11.1c	Submit Working Paper to Project Team	19-Jun-02	19-Jun-02	NA	
76	11.2a	Present Working Paper to Project Team	26-Jun-02	26-Jun-02	NA	
77	11.2b	Review (by Client)	09-Jul-02	09-Jul-02	NA	
79	11.3	Present Working Paper to Steering Committee	23-Jul-02	23-Jul-02	NA	
80	11.4	Present Working Paper to Public Sector Advisory Group and Private Sector	30-Jul-02	30-Jul-02	NA	
81	11.5	Final Deliverable	29-Aug-02	29-Aug-02	NA	
Transportation Problems and Opportunities Report						
89	14.1c	Submit Report to Project Team	26-Aug-02	26-Aug-02	NA	
90	14.2a	Present Report to Project Team	03-Sep-02	03-Sep-02	NA	
91	14.2b	Review (by Client)	12-Sep-02	12-Sep-02	NA	
93	14.3	Present Report to Steering Committee	26-Sep-02	26-Sep-02	NA	
94	14.4	Present Report to Public Sector Advisory Group and Private Sector	03-Oct-02	03-Oct-02	NA	
95	14.5	Final Deliverable	16-Dec-02	16-Dec-02	NA	

* ID Refers to Project Summary Schedule

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
OM/PNF 120 Transportation Alternatives Report						
Feasible Transportation Alternatives Working Paper						
104	3.1c	Submit Working Paper to Project Team	06-Aug-02	06-Aug-02	NA	
105	3.2a	Present Working Paper to Project Team	13-Aug-02	13-Aug-02	NA	
106	3.2b	Review (by Client)	04-Sep-02	04-Sep-02	NA	
108	3.3	Present Working Paper to Steering Committee	25-Sep-02	25-Sep-02	NA	
109	3.4	Group and Private Sector	02-Oct-02	02-Oct-02	NA	
110	3.5	Present Report to Local Government	10-Oct-02	10-Oct-02	NA	
111	3.6 PIC #1	Hold First Round Public Information Centres / Public Information Meetings	17-Oct-02	17-Oct-02	NA	
112		Final Deliverable	16-Dec-02	16-Dec-02	NA	
Transportation Alternatives Report						
119	5.1c	Submit Report to Project Team	22-Nov-02	22-Nov-02	NA	
120	5.2a	Present Report to Project Team	02-Dec-02	02-Dec-02	NA	
121	5.2b	Review (by Client)	06-Jan-03	06-Jan-03	NA	
123	5.3	Present Report to Steering Committee	27-Jan-03	27-Jan-03	NA	
124	5.4	Present Report to Public Sector Advisory Group and Private Sector	10-Feb-03	10-Feb-03	NA	
125		5.5	Present Report to Local Government	26-Feb-03	26-Feb-03	NA
126	5.6 PIC #2	Hold Second Round Public Information Centres / Public Information Meetings	05-Mar-03	05-Mar-03	NA	
127		Final Deliverable	02-May-03	02-May-03	NA	
OM/PNF 130 Economic Benefits Report						
135	2.1c	Submit Report to Project Team	15-Apr-03	15-Apr-03	NA	
136	2.2a	Present Report to Project Team	23-Apr-03	23-Apr-03	NA	
137	2.2b	Review (by Client)	07-May-03	07-May-03	NA	
139	2.3	Present Report to Steering Committee	21-May-03	21-May-03	NA	
140	2.4	Final Deliverable	23-May-03	23-May-03	NA	
OM/PNF 140 Revenue Generation Report						
150	4.1c	Submit Report to Project Team	15-Apr-03	15-Apr-03	NA	
151	4.2a	Present Report to Project Team	23-Apr-03	23-Apr-03	NA	
152	4.2b	Review (by Client)	07-May-03	07-May-03	NA	
154	4.3	Present Report to Steering Committee	21-May-03	21-May-03	NA	
155	4.4	Final Deliverable	23-May-03	23-May-03	NA	
OM/PNF 150 Transportation Planning / Needs and Feasibility Report						
166	5.1c	Submit Report to Project Team	30-Jun-03	30-Jun-03	NA	
167	5.2a	Present Report to Project Team	09-Jul-03	09-Jul-03	NA	
168	5.2b	Review (by Client)	30-Jul-03	30-Jul-03	NA	
170	5.3	Present Report to Steering Committee	27-Aug-03	27-Aug-03	NA	
171	5.4	Present Report to Public Sector Advisory Group and Private Sector	28-Aug-03	28-Aug-03	NA	
172		5.5	Present Report to Local Government	19-Sep-03	19-Sep-03	NA
173	5.6 PIC #3	Hold Third Round Public Information Centres / Public Information Meetings	26-Sep-03	26-Sep-03	NA	
174		Final Deliverable	25-Nov-03	25-Nov-03	NA	
OM/PNF 160 Summary Transportation Planning / Needs and Feasibility Summary Report						
181	1.1c	Submit Report to Project Team	28-Oct-03	28-Oct-03	NA	
182	1.1d	Review (by Client)	11-Nov-03	11-Nov-03	NA	
184	1.2	Final Deliverable	25-Nov-03	25-Nov-03	NA	
OM/PNF 210 Finalization of Study Design pursuant to negotiations with the Project Co-ordinator						
187		Final Deliverable	01-Apr-02	01-Apr-02	01-Apr-02	

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PROJECT SUMMARY SCHEDULE
ONTARIO - MICHIGAN BORDER TRANSPORTATION PARTNERSHIP
PLANNING / NEED AND FEASIBILITY STUDY



ID	Task/Work Step #	Task Title	Start	Finish	2002				2003					
					Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4		
1	OMP/NF 110	Prepare Transportation Problems and Opportunities Report												
3	3	Strategic and Geographic Area Working Paper	Mon 2/25/02	Tue 7/9/02										
11	3.1c	Submit: Strategic and Geographic Area Working Paper to Project Team	Wed 5/22/02	Wed 5/22/02										
19	4 - 5	Travel Demand Analysis Process Working Paper	Mon 4/29/02	Tue 9/17/02										
41	5.2c	Submit: Travel Demand Analysis Process Working Paper to Project Team	Thu 8/1/02	Thu 8/1/02										
49	6 - 8	Existing and Future Travel Demand Working Paper	Fri 7/5/02	Wed 10/2/02										
54	8.1c	Submit: Existing and Future Travel Demand Working Paper to Project Team	Mon 8/26/02	Mon 8/26/02										
64	9 - 11	Analysis Area Working Paper	Wed 6/5/02	Wed 10/16/02										
65	9	Identification and Assessment of Transportation Problems	Fri 7/12/02	Thu 8/7/02										
71	10	Identification and Assessment of Transportation Opportunities	Fri 6/21/02	Mon 7/22/02										
74	11.1c	Submit: Analysis Area Working Paper	Wed 6/19/02	Wed 6/19/02										
83	12 - 14	Transportation Problems and Opportunities Report	Mon 4/8/02	Mon 12/16/02										
84	12	Environmental Overview	Mon 4/8/02	Fri 6/28/02										
88	14.1c	Submit: Transportation Problems and Opportunities Report	Mon 8/26/02	Mon 8/26/02										
97	OMP/NF 120	Prepare Transportation Alternatives Report												
100	3	Feasible Transportation Alternatives Working Paper	Mon 7/8/02	Mon 12/16/02										
103	3.1c	Submit: Feasible Transportation Alternatives Working Paper	Tue 8/6/02	Tue 8/6/02										
110	PIC #1	Hold Public Information Centres / Public Information Meetings	Fri 10/11/02	Thu 10/17/02										
114	4	Evaluation and Selection of Feasible Transportation Alternatives to be Carried Forward	Thu 9/5/02	Thu 10/31/02										
115	5	Transportation Alternatives Report	Fri 11/1/02	Fri 5/2/03										
118	5.1c	Submit: Transportation Alternatives Report to Project Team	Fri 11/22/02	Fri 11/22/02										
125	PIC #2	Hold Public Information Centres / Public Information Meetings	Thu 2/27/03	Wed 3/5/03										
129	OMP/NF 130	Prepare Economic Benefits Report	Tue 1/21/03	Fri 5/23/03										
134	2.1c	Submit: Economic Benefits Report to Project Team	Tue 4/15/03	Tue 4/15/03										
142	OMP/NF 140	Prepare Revenue Generation Report	Tue 1/21/03	Fri 5/23/03										
149	4.1c	Submit: Revenue Generation Report to Project Team	Tue 4/15/03	Tue 4/15/03										
157	OMP/NF 150	Prepare Transportation Planning / Needs and Feasibility Report	Mon 1/20/03	Tue 11/25/03										
165	5.1c	Submit: Transportation Planning / Needs and Feasibility Report to Project Team	Mon 6/30/03	Mon 6/30/03										
172	PIC #3	Hold Public Information Centres / Public Information Meetings	Mon 9/22/03	Fri 9/26/03										
176	OMP/NF 160	Prepare Transportation Planning / Needs and Feasibility Summary	Tue 10/21/03	Tue 11/25/03										
180	1.1c	Submit: Summary Transportation Planning / Needs and Feasibility Summary Report to Project Team	Tue 10/28/03	Tue 10/28/03										
183	1.2	Final Deliverable: Summary Transportation Planning / Needs and Feasibility Summary Report	Tue 11/25/03	Tue 11/25/03										
186	OMP/NF 210	Finalization of Study Design pursuant to negotiations with the Project Co-ordinator	Mon 2/25/02	Mon 4/1/02										
189		Final Deliverable: Final Study Design	Mon 4/1/02	Mon 4/1/02										
194	OMP/NF 220-270	SERVICE DELIVERABLES (Ongoing)	Mon 2/25/02	Tue 11/25/03										

