

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

MONTHLY PROGRESS REPORT #4

Period Ending June 30, 2002

1. Work Accomplished This Period (4 Weeks)

Strategic and Geographic Area Overview Working Paper

- Study Team / Partnership meeting held June 12, 2002 in Windsor to review Draft Strategic and Geographic Overview Paper.
- Edited Draft Final Strategic and Geographic Overview Paper in response to comments received from Study Team and Partnership.
- Submitted Draft Final Strategic and Geographic Overview Paper to Consultant Project Manager and placed copy on FTP site for Team review.

Travel Demand Analysis Process for Broad Geographic Area and Methodology and Road Network for Focused Analysis Area Interim Working Paper

- Completed and distributed interim working paper.

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

- Initiated draft working paper.
- Initiated refinement of commercial vehicle survey data as provided by MTO.

Travel Demand Analysis Process Working Paper

- Continued draft working paper.

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 gathering of Environmental Overview information for the Canadian side.

Feasible Transportation Alternatives Working Paper

- Continued review of Feasible Transportation Alternatives as proposed by Owners/Operators/Proponents.
- Initiated review of additional alternatives as identified by the Consultant Team.

Consultation

- Introductory presentation with Owners/Operators/Proponents Consultation Group held June 11, 2002 in Windsor.
- Continued to update list of politicians, legislators, etc. to be notified of public meetings being held over the course of the project.
- Continued to update Consultation Group contact lists; compiled a contact list of principal border users.

Communications

- Communications Team meeting held June 12, 2002 in Windsor.

Service Deliverables / Project Management

- Coordination of Project Team activities and internal progress teleconferences continued.
- Status Report presented to the Windsor-Detroit Border Working Group on June 26, 2002.
- Web page content submitted for final review by Project Team May 23, 2002.
- Preparation of monthly Progress Reports and Invoicing.
- Updating of schedule leading up to PIC #1 in October.

2.

Work Proposed for Next Period

Strategic and Geographic Overview Working Paper

- Present Strategic and Geographic Overview Working Paper at the Public Sector Consultation Group and Border Users Consultation Group meetings July 11, 2002 in Port Huron.
- Finalize and distribute SGAO Working Paper.

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

- Complete draft interim working paper.

Travel Demand Analysis Process Working Paper

- Submit draft working paper to Project Team.

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 for internal review.

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.
- Initiate preparation of Draft Report.

Feasible Transportation Alternatives Working Paper

- Develop Feasible Transportation Alternatives for consideration in the analysis and evaluation.
- Continue preparation of Draft Working Paper.

Consultation

- Introductory Public Sector Consultation Group and Border Users Consultation Group meetings to be held July 11, 2002 in Port Huron.
- Continue to update Consultation Group contact lists.

Communications

- Obtain approval to launch Project Web Site.

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

Commercial Vehicle Survey Information received from MTO requires further refinement. We are working to minimize the impacts of this additional work to the project schedule.

4. Schedule Status

The Travel Demand Analysis Process for Broad Geographic Area and Methodology and Road Network for Focused Analysis Area Interim Working Paper was completed and distributed this period.

Delays in receiving the Commercial Vehicle Survey data from MTO have delayed the first round Public Information Centre to November 2002 (Exhibit 1). We are currently working on a strategy to minimize the impacts of this additional work to the project schedule.

Overall, we expect to complete the project within the contract completion date.

Please see **Table 1** and **Exhibit 1** for the current project schedule for study deliverables.

5.

Budget Status

A total of \$162,172 CDN was expended this billing period. The total budget spent to date is \$461,448 CDN, or 10% of the total budget. Please see **Table 2** for a breakdown of budget spent by project deliverable and interim deliverable.

A total of 1215 person hours were used this billing period. To date, 15 % of the total project person hours have been used. Please see **Table 3** for a breakdown of hours by project deliverable and interim deliverable.

To date, 56% of the total Strategic Geographic Area Overview Working Paper budget and 142% of the total Strategic Geographic Area Overview Working Paper person hours have been billed. The excess person hours is attributed to delays resulting from the OPSEU Strike, leading to extended co-ordination efforts.

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
OM/PNF 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	NA	
16	3.4	Final Deliverable	07-Jun-02	24-Jul-02	NA	
22	5.1a	Travel Demand Analysis for Broad Geographic Area Interim Working Paper	22-Mar-02	03-Jun-02	03-Jun-02	
23	5.1b	Methodology and Road Network for Focused Analysis Area (FAA) Interim Working Paper	05-Apr-02	03-Jun-02	03-Jun-02	
32	5.1c	Traffic Analysis Zone System and Trip Tables for FAA Interim Working Paper	10-May-02	19-Jul-02	NA	
Travel Demand Analysis Process Working Paper						
39	5.2c	Submit Working Paper to Project Team	28-May-02	31-Jul-02	NA	
40	5.3b	Review (by Client)	04-Jun-02	28-Aug-02	NA	
41	5.3a	Collaborate Project Team Comments	18-Jun-02	05-Sep-02	NA	
43	5.4	Present Working Paper to Public and Private Sector Consultation Groups	03-Jul-02	01-Oct-02	NA	
44	5.5	Final Deliverable	12-Jul-02	09-Oct-02	NA	
Existing and Future Travel Demand Working Paper						
52	8.1c	Submit Working Paper to Project Team	19-Jun-02	15-Aug-02	NA	
53	8.2b	Review (by Client)	26-Jun-02	28-Aug-02	NA	
54	8.2a	Collaborate Project Team Comments	12-Jul-02	05-Sep-02	NA	
56	8.3	Present Working Paper to Public and Private Sector Consultation Groups	26-Jul-02	01-Oct-02	NA	
57	8.4	Final Deliverable	29-Jul-02	09-Oct-02	NA	
Analysis Area Working Paper						
72	11.1c	Submit Working Paper to Project Team	07-Jun-02	15-Aug-02	NA	
73	11.2b	Review (by Client)	14-Jun-02	28-Aug-02	NA	
74	11.2a	Collaborate Project Team Comments	25-Jun-02	05-Sep-02	NA	
76	11.3	Present Working Paper to Steering Committee	11-Jul-02	04-Sep-02	NA	
77	11.4	Present Working Paper to Public and Private Sector Consultation Groups	18-Jul-02	01-Oct-02	NA	
78	11.5	Final Deliverable	19-Aug-02	09-Oct-02	NA	
Transportation Problems and Opportunities Report						
86	14.1c	Submit Report to Project Team	19-Jun-02	13-Sep-02	NA	
87	14.2b	Review (by Client)	26-Jun-02	26-Sep-02	NA	
88	14.2a	Collaborate Project Team Comments	09-Jul-02	03-Oct-02	NA	
90	14.3	Present Report to Steering Committee	23-Jul-02	18-Oct-02	NA	
91	14.4	Present Working Paper to Public and Private Sector Consultation Groups	30-Jul-02	25-Oct-02	NA	
92	14.5	Final Deliverable	29-Nov-02	21-Jan-03	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

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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	13-Sep-02	NA	
102	3.2b	Review (by Client)	26-Jul-02	26-Sep-02	NA	
103	3.2a	Collaborate Project Team Comments	19-Aug-02	03-Oct-02	NA	
105	3.3	Present Working Paper to Steering Committee	10-Sep-02	18-Oct-02	NA	
106	3.4	Present Working Paper to Public Sector Advisory Group and Private Sector	17-Sep-02	25-Oct-02	NA	
107	3.5	Present Report to Local Government	24-Sep-02	01-Nov-02	NA	
108	3.6 PIC #1	Hold First Round Public Information Centres / Public Information Meetings	01-Oct-02	08-Nov-02	NA	
109	3.7	Final Deliverable	29-Nov-02	21-Jan-03	NA	
Transportation Alternatives Report						
116	5.1c	Submit Report to Project Team	07-Nov-02	17-Dec-02	NA	
117	5.2b	Review (by Client)	14-Nov-02	07-Jan-03	NA	
118	5.2a	Collaborate Project Team Comments	06-Dec-02	28-Jan-03	NA	
120	5.3	Present Report to Steering Committee	10-Jan-03	18-Feb-03	NA	
121	5.4	Present Working Paper to Public and Private Sector Consultation Groups	24-Jan-03	04-Mar-03	NA	
122	5.5	Present Report to Local Government	11-Feb-03	20-Mar-03	NA	
123	5.6 PIC #2	Hold Second Round Public Information Centres / Public Information Meetings	18-Feb-03	27-Mar-03	NA	
124	5.7	Final Deliverable	16-Apr-03	28-May-03	NA	
OM/PNF 130 Economic Benefits Report						
132	2.1c	Submit Report to Project Team	31-Mar-03	08-May-03	NA	
133	2.2b	Review (by Client)	07-Apr-03	15-May-03	NA	
134	2.2a	Collaborate Project Team Comments	22-Apr-03	02-Jun-03	NA	
136	2.3	Present Report to Steering Committee	05-May-03	13-Jun-03	NA	
137	2.4	Final Deliverable	07-May-03	17-Jun-03	NA	
OM/PNF 140 Revenue Generation Report						
147	4.1c	Submit Report to Project Team	24-Mar-03	08-May-03	NA	
148	4.2b	Review (by Client)	31-Mar-03	15-May-03	NA	
149	4.2a	Collaborate Project Team Comments	14-Apr-03	02-Jun-03	NA	
151	4.3	Present Report to Steering Committee	05-May-03	13-Jun-03	NA	
152	4.4	Final Deliverable	07-May-03	17-Jun-03	NA	
OM/PNF 150 Transportation Planning / Needs and Feasibility Report						
163	5.1c	Submit Report to Project Team	13-Jun-03	17-Jul-03	NA	
164	5.2b	Review (by Client)	20-Jun-03	24-Jul-03	NA	
165	5.2a	Collaborate Project Team Comments	15-Jul-03	14-Aug-03	NA	
167	5.3	Present Report to Steering Committee	12-Aug-03	12-Sep-03	NA	
168	5.4	Present Working Paper to Public and Private Sector Consultation Groups	13-Aug-03	15-Sep-03	NA	
169	5.5	Present Report to Local Government	04-Sep-03	06-Oct-03	NA	
170	5.6 PIC #3	Hold Third Round Public Information Centres / Public Information Meetings	11-Sep-03	14-Oct-03	NA	
171	5.7	Final Deliverable	10-Nov-03	11-Dec-03	NA	
OM/PNF 160 Summary Transportation Planning / Needs and Feasibility Summary Report						
178	1.1c	Submit Report to Project Team	10-Oct-03	12-Nov-03	NA	
179	1.1d	Review (by Client)	27-Oct-03	26-Nov-03	NA	
181	1.2	Final Deliverable	10-Nov-03	11-Dec-03	NA	
OM/PNF 210 Finalization of Study Design pursuant to negotiations with the Project Co-ordinator						
187		Final Deliverable	12-Apr-02	01-Apr-02	01-Apr-02	



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Table 4

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

