

January 10, 2011

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

Via Email

RE: DRIC Project; Job No. 108188C  
PTG Job No 647225 - Invoice No. 16 (t.b.d .) Progress Report

Dear Mohammed:

Enclosed is the narrative progress report for the DRIC Project. This report covers all work performed by the Parsons consulting team. It supports Invoice No. 16 for December 2010. 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**  
**DRIC PROJECT**  
**NOVEMBER 27, 2010 – DECEMBER 31, 2010**

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:
  - None this period

**B. Products**

- None this period.

**C. Task Evaluation**

- None this period.

**D. Upcoming Work**

- Continue normal community engagement work.
- Participate in the following meetings:
  - January 26: 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:
  - December 2 – MDOT – Steering Committee, teleconference
  - December 3 – MDOT/NCI – Utility prep. for Tech. Review presentation, teleconference
  - December 6 – MDOT/TC – Technical Review meeting, MITSC
  - December 10 – MDOT – Revised estimate review, teleconference
- Completed update of Master Cost estimate with review comments from URS.

- Prepared for Technical Briefing meeting with Transport Canada including input to Technical Report and Presentation.
- Continued development of a program master schedule.
- Processed subconsultants invoices agreements.

**B. Products**

- Revised Master Cost Estimate worksheet.
- Materials as input to:
  - Cost estimate Technical Report.
  - Technical briefing presentation.

**C. Task Evaluation**

- None this period.

**D. Upcoming Plans**

- Attend project meetings.
- 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 DRIC 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.

**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**

- None this period.

### **B. Products**

- None this period.

### **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 technical briefing meeting with Transport Canada.
- Prepared for and attended the following meetings:
  - December 3 – MDOT – Technical Review meeting preparation, teleconference
  - December 6 – MDOT – Technical Review meeting, MITSC

### **B. Products**

- Review and comment on technical briefing report.

**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**

- None this period.

**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:
  - December 2 – Steering Committee Meeting.
- Input to notes and presentation materials, as required, on each of the following meetings.
  - December 6 – Technical Meeting.

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

- Contract Amendment #1 Part B pending authorization by MDOT PM.
- Modification to Parsons ODC's budget to account for removal of LAC/LAG meetings from Corradino budget is pending direction from MDOT.

**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.