

November 12, 2009

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

Via SharePoint

RE: DRIC Project; Job No. 108188C
PTG Job No 647225 - Invoice No. 1 (09110203) 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. 1 for October 2009. 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

Attachment

PROGRESS REPORT
PARSONS TRANSPORTATION GROUP
DRIC PROJECT
OCTOBER 8, 2009 – OCTOBER 30, 2009

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

- Prepared for and attended LAC/LAG meeting October 28, 2009.
- Discussed with MDOT options for community engagement as DRIC design goes forward.

B. Products

- None this period.

C. Task Evaluation

- Ensuring the community remains engaged will take some effort as much of design is very detailed and not as easy to communicate.

D. Upcoming Work

- Attend LAC/LAG meeting.
- Advance public engagement activities.
- Determine if MDOT will activate Design Guide contract (#2 of the current series) and help define public engagement activities around that.

P/PMS TASK 3010 – PROJECT MANAGEMENT

A. Work Progress

- Prepared for and attended the following meetings:
 - Oct.8 – Steering Committee
 - Oct. 20 – SC Project Advancement Workshop, Southfield
 - Oct. 21 – Business Case Working Group preparation, Lansing
 - Oct. 22 – Business Case Working Group preparation, teleconference
 - Oct. 23 – Business Case Working Group kick-off, Lansing
 - Oct. 26 – Business Case Working Group preparation, teleconference
 - Oct. 27 – Business Case Working Group, Toronto

- Oct. 28 – Risk Workshop Planning, teleconference
- Oct. 29 – Coordinating Consultant Team kick-off, Southfield
- Oct. 30 – Risk Workshop Planning, teleconference
- Participated in development of the Business Case Working Group work plan to address MDOT budget requirements.
- Prepared contracts for subconsultants
- Began development of Parsons Project Management Plan

B. Products

- Notes and presentation materials, as required, on each of the above-noted meetings.
- Input to BCWG work plan & schedule.
- Input to BCWG draft “white paper”.
- Input to draft Risk Register.

C. Task Evaluation

- Project is moving at an aggressive pace which is necessary to meet requirements of Michigan legislature as defined in Senate Bill 254/Section 384.

D. Upcoming Plans

- Attend project meetings.
- Implement BCWG work plan.
- Prepare for and attend Risk Workshop.
- Participate in Steering Committee meetings of November 16 and 20.

P/PMS TASK 3020 – PROJECT WIDE ACTIVITIES

A. Work Progress

- Began developing project Safety Plan.
- Received surveyor’s safety plan.

B. Products

- Draft safety plan for Parsons internal review.

C. Task Evaluation

- Task is proceeding as planned.

D. Upcoming Plans

- Approve and distribute safety plan.

P/PMS TASK 3030 – PROJECT CONTROLS

A. Work Progress

- Prepared for and attended the following meetings:
 - Oct. 9 – Document control planning
 - Oct. 29 – Project kick-off Document Control presentation
- Set up document control website
- Set up document control physical files
- Trained consultant coordination staff in use of site
- Began transfer of DRIC EIS files to website

B. Products

- SharePoint document control site
- Document control protocol.
- Document control users guide.

C. Task Evaluation

- The document control site and physical files are in place to manage the Design Project Record. Anticipate incorporation of all consultants into the document control system.

D. Upcoming Plans

- Train MDOT and other consultant teams in site use and protocol.

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 at this period.

B. Products

- None this period.

C. Task Evaluation

- None.

D. Upcoming Plans

- Draft Quality Management Plan.

P/PMS TASK 3300 – DESIGN COORDINATION & PRELIMINARY ENGINEERING

A. Work Progress

- Prepared for and attended the following meetings:
 - Oct. 28 – Life Cycle cost planning
 - Internal team meetings
- Began to assemble and make available to Design Phase team information from EPE phase.
- Began development of Interchange life cycle costs for BCWG input
- Began development of Plaza Life Cycle and O&M costs
- Began development of Bridge Life Cycle and O&M costs
- Began coordination of costs with Canadian consultants

B. Products

- Interchange life cycle inputs for MDOT review and input.
- EPE documents (e.g. contaminated sites, GIS on property parcels, etc.)

C. Task Evaluation

- Beginning development of both life cycle and operations and maintenance costs for input into the KPMG financial models.
- Developing risk workshop to begin process of defining and assigning risks to support KPMG financial modeling and ultimately development of P3 contract documents.

D. Upcoming Plans

- Continue development of life-cycle and O&M costs.
- Continue to make EPE materials available to Design Phase team, as required.

P/PMS TASK 3400 – DESIGN FIELD SERVICES

A. Work Progress

- Acquired survey permits from MDOT.
- Set horizontal and vertical control through Part 1 and 2.
- Attended consultant team kick-off meeting Oct. 29, 2009.

B. Products

- None.

C. Task Evaluation

- Evaluation of placement of monumentation will involve assessing potential for hazardous our contaminated sites in the project area, particularly along the new bridge alignment.

D. Upcoming Plans

- Acquiring permit from the City of Detroit.
- Perform GPS and leveling.

P/PMS TASK 3600 – MUNICIPAL UTILITY DESIGN

A. Work Progress

- Kick off meeting with Parsons and other sub-consultants on October 29, 2009.

B. Products

- None.

C. Task Evaluation

- None.

D. Upcoming Plans

- Begin utility coordination and SUE.
- Continue sharing information from MDOT, Parsons and other sub-consultants.
- Attend planning meetings as necessary

P/PMS TASK 3700 – ENVIRONMENTAL COORDINATION

A. Work Progress

- None this period.

B. Products

- None.

C. Task Evaluation

- None.

D. Upcoming Plans

- None next period.

P/PMS TASK 4000 – RIGHT OF WAY

A. Work Progress

- None this period.

B. Products

- None.

C. Task Evaluation

- None.

D. Upcoming Plans

- Obtain Corradino property database.
- Participate in meeting to address field survey work as it relates to contaminated properties.

E. UPDATE OF PREVIOUSLY APPROVED SCHEDULE (ATTACHED)

- No update this period.

F. ITEMS NEEDED FROM MDOT

- Input to Interchange life cycle costs.
- Scheduling of consultant coordination kick-off meeting.
- Comments on GSA/CBP meeting notes.

F. SUBSTANTIVE VERBAL CONTACTS WITH MDOT

- At the following meetings:
 - Oct.8 – Steering Committee
 - Oct. 20 – SC Project Advancement Workshop, Southfield
 - Oct. 21 – Business Case Working Group preparation, Lansing
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 - Oct. 23 – Business Case Working Group kick-off, Lansing
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 - Oct. 28 – Risk Workshop Planning, teleconference
 - Oct. 29 – Coordinating Consultant Team kick-off, Southfield
 - Oct. 30 – Risk Workshop Planning, teleconference
- Regular email and telephone conversations with the MDOT Project Manager.

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:
 - None this period

CONTRACT 2 – AESTHETIC DESIGN GUIDE (HAMILTON ANDERSON)

Contract not yet executed.

CONTRACT 3 – I-75 MAIN LINE (URS)

Work not yet initiated.

CONTRACT 4 – S37-82194 (BENESCH)

Work not yet initiated.

CONTRACT 5 – S38-82194 (WILCOX)

Work not yet initiated.

CONTRACT 6 – S39-82194 (URS)

Work not yet initiated.

CONTRACT 7 – S37-82194 (URS)

Work not yet initiated.