

	Work Program Task	Activities during February and March 2007
Program Management 59% complete	• Provide senior management support to York Region. • Maintain project scope, budget, schedule and contingency items. • Handle all project controls and administration for YC2002. • Undertake YRRTC office management.	Program Management • Continued providing York Region with full Project Team to resolve ridership, planning, environmental, communications, operations and maintenance, programming, facility design and engineering issues. Controls & Administration • Maintained and updated project work schedule. • Managed Contingency Tasks, as required. • Continued bi-weekly meetings with York Region on Contingency Tasks. • Continued implementation of a sub-consultant agreement process. • Prepared January and February 2007 Monthly Reports, Invoices and Schedules. • Updated document control database. • Reviewed office space optimization and modified office space to correspond to the requirement. • Maintained cost control and accounting functions. • Continued project QA/QC review implementation. • Coordinated with York Region on auditing of QSS / Year 3 contract deliverables.
Transportation Planning Activities 83% complete	• Perform Transit Technology and Capacity Assessment for the rapid transit network.	Transit Capacity Requirements Assessment • Estimated ridership for a 'constrained' BRT system based on comments of the third Part A workshop. • Responded to comments on the draft Transit Needs Assessment report. Delay in resolution of comments has resulted in a schedule delay, so work on other tasks has continued on the basis of workshop discussion. Corridor-Specific Modal Definition • Issued a second draft of the report 'Capacity of BRT and LRT for Viva Phase 2, reflecting the capacity restrictions in constrained areas. • Responded to further comments on draft BRT / LRT Capacity report. Delay in resolution of comments has resulted in schedule delay, so work on other tasks continued on the basis of workshop discussions.

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Transportation Planning Activities (cont'd)		Capacity and Total Annual Cost Analysis • Prepared fourth Part A briefing on Transition Plan. • Revised segment NPV results to incorporate the costs of relieving capacity constraints. • Prepared fifth Part A briefing on Transition Plan. Technology Roll-Out Plan • Revised network analysis for a modified 'Path A' developed in the workshop on February 26, 2007. • Completed draft Transition Plan and submitted to York Region for review and comment. • Conducted a fifth workshop. • Responded to comments on draft Transition Plan.
Communications Activities 63% Complete	• Support the Business Plan update. • Assist York Region with developing and implementing the Communications Plan. • Develop presentations. • Provide support to media releases, website updates, and newspaper articles.	Communications Management • Support "Design Criteria," "Communications Team," "Surveyors Briefing," "Yonge Street Property Review" and "Team Leaders" meetings. • Supported York Region Rapid Transit Corporation in preparation of Steering Committee presentation. • Catalogued and organized image library. • Continued work on Viva Project Staff Handbook. Communications Plan • Progressed development of Viva Phase 2 strategy and plan. Media Releases, Fact Sheets and Newspaper Articles • Completed, printed and mounted materials for the Public Open Houses, including aerial photo board showing station and non-station nodes; aerial photo board showing property needs for the Y1 segment construction; board showing proposed project timelines. • Finalized Viva Phase 1 and 2 backgrounders. • Finalized and placed newspapers ads for Public Open Houses to be held in February and March 2007.

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Communications Activities (cont'd)		• Prepared business cards for Property Negotiators. • Began preparation of materials for Design workshops to be held in May, 2007. YRRTC Presentations • Finalized presentation for the three Public Open Houses (February 8, 21 and March 28, 2007. Presentation was revised after the first Open House to incorporate comment received. • Assisted with the attendance at the three Pubic Open Houses. • Prepared CPAA Conference Keynote Address presentation. • Completed and submitted CIP 2004 Awards Submission (2007-02-01). • Prepared APWA (American Public Works Association) Submission for Project of the Year Award. Meeting Minutes • Recorded “Go Forward,” “Design Criteria,” “Yonge Street Property Review” and “Team Leaders” meetings. Question and Response Database • Finalized Question and Answer document and distributed to elected officials and other front line communication staff throughout York Region. • Trained new York Region staff on Contact Management System. • Development of standard responses and messages for use by the team in addressing question and responses from the public. Website Updates • Continued daily monitoring of vivayork “contact us” e-mails. • Continued updating content to reflect activities related to Preliminary Engineering, Public Meetings and Property Strategies on Y1. • Renewed vivayork.ca domain. • Continued with plans for Viva Phase 2 web design and copywriting. Media The launch of the public engagement process for Viva Phase 2, the visit of Opposition Leader Stephane Dion, and the Federal Government announcement of

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Communications Activities (cont'd)		funding for transit in the GTA prompted coverage of in the Toronto Star, National Post, Toronto Sun, and YRNG newspapers as well Metro, Post City Magazines and broadcast media including Global Television and 680 News. Viva was also been referenced in a stories about the role of the GTTA and the Toronto City Summit in the Toronto Star. Some selected headlines include: • Dion stops short of promising Phase 2 Viva funding (YRNG, Feb 19) • Viva's dedicated land come to life in '08 (YRNG, Feb 19) • Viva keeps buses on time by changing traffic lights (YRNG, Feb 15) • \$697 M seals subway deal (Toronto Star, Mar 3) • Big transit bucks thrill politicians (YRNG, Mar 5) • Rocket en route to York Region (King Weekly, Mar 7) • Transit justice coming to suburbs (Toronto Star, Mar 13) Government Relations Staff continued to engage senior levels of government to secure funding for Viva Phase 2 and will continue to work with Federal and Provincial Government staff now that some funding has been secured. On-going government relations activities include: • Continuing to keep local representatives informed and up-to-date. • Working with local political representatives at all levels to advocate for Viva capital funding. Continuing to work with staff at the federal and provincial level to ensure Viva Phase 2 is well understood in Ottawa and at Queen's Park.

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Environmental Activities 61% Complete	Complete the N. Yonge EA	N. Yonge Analysis, Evaluation and Selection of Preferred Design - Revised the Transportation Analysis of Road Improvements Design Alternatives. - Met with iPlan principals to discuss Newmarket / East Gwillimbury development scenarios, their effect on rapid transit route alternatives and opportunities in the Hospital vicinity for development of transit facilities. - Arranged and conducted a workshop with staff from York Region to present and discuss options for dedicated lanes on Davis Drive in advance of the next Technical Advisory Committee (TAC) and Public Consultation Centre (PCC) meetings. - Developed design alternatives on Yonge Street and Davis Drive using the results of the transportation analysis. - Updated study schedule to better accommodate municipal approvals process. - Completed draft Chapter 6 – Existing Conditions and submitted to York Region for review and comment. - Supported Newmarket staff planning workshop to review rapid transit integration options. - Finalized Chapter 5, incorporating recommendations of Network Technology Review. - Developed road capacity improvement designs. N. Yonge Public Open House Displays and Presentations - Rescheduled the date for PCC #3 Open Houses. - Identified the presentation material required for PCC #3 Open Houses. N. Yonge TAC, Steering Committee & Council Presentations / Reports - Provided exhibits and results of route evaluation and potential station locations for discussion with York Region staff and Newmarket politicians. - Arranged Technical Advisory Committee (TAC) meeting that was originally scheduled to be held in March, 2007 in advance of Public Consultation Centre (PCC) # 3 to present findings of Design Alternatives Analysis. However, the TAC meeting did not occur, as a result of PCC #3 being delayed.

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Environmental Activities (cont'd)	Satisfy the conditions established in the Yonge Street EA.	N. Yonge Preparation, Review, Updating and Circulation of EA Reports - Prepared draft design alternatives evaluation tables. S. Yonge EA Compliance Monitoring Program - Submitted final draft EA Compliance Monitoring Program to York Region with subsequent formal submission to be made to MOE by early March, 2007. S. Yonge EA Support - Provided ongoing support during development of rapidway cross-sections and facilities Design Criteria to ensure compliance with EA commitments. - Participated in joint York Region Rapid Transit Corporation and Condor planning workshops for O&M site. - Participated in weekly "Go Forward" meetings to provide EA context and commitments. - Participated in weekly Design Criteria development workshops and meetings with York Region Rapid Transit Corporation. - Participated in development of O&M facility conceptual plans. - Attended Y1 Public Open Houses.
Engineering and Facilities Activities 45% Complete	- Develop conceptual design alternatives for platforms, rapidways, terminals, stations, and Langstaff O&M facility. - Prepare technical reports: (design criteria, outline specifications, pavement reports, geotechnical reports, drainage reports, traffic/intelligent transportation system).	Preliminary Engineering Management, Meetings, Correspondence - Continued to hold external "Design Criteria" meetings. - Continued attendance at "Property Acquisition" and "Go Forward" meetings. - Continued to hold internal "Preliminary Engineering Coordination" meetings. - Continued preparation of O&M Facility Preliminary Engineering development strategy. - Held meeting with York Region's Transportation and Works department to formalize approval process. - Provided support materials for the Public Open Houses. Meeting was held with Communication department and York Region staff in advance to coordinate display materials. - Held "Design Update" meeting with York Region Transit to coordinate service and design requirements.

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Engineering and Facilities Activities (cont'd)	• Prepare PE drawings for Y1 and O&M Facility in sufficient detail to support the preparation of a Guaranteed Maximum Price (GMP). • Prepare Capital Cost Estimate and Risk Assessment. • Identify Utility Relocations and Property Impacts.	Implementation Schedule • Met with York Region to discuss schedule. • Updated schedule. Contracted Out Work Items and Preferred Supplier • Continued to engage contractors and sub-consultants in providing technical support. Design Criteria • Continued assembling Design Criteria information. • Continued to develop matrix of elements vs. criteria evaluation. • Submitted Draft Technical Design Criteria. Utility Relocations • Held one-on-one Utility Coordination meetings with Bell Canada, PowerStream, and Enbridge Gas Distribution. • Continued work on utility relocation and drainage plans. • Scheduled additional Utility Coordination meeting. • Prepared Options Memorandum on PowerStream pole relocation. • Prepared and Submitted Recommendations Memorandum on PowerStream pole relocation. Yonge Street Design • Continued applying Design Criteria for intersection layouts. Property Requirements & Legal Descriptions • Met with York Region to complete the property strategy review and matrix for the corridor. • Reviewed Reference Plans from surveyors and commented. • Provided support to the Region's property acquisition team as needed. Pavement Report • Prepared typical cross-sections for pavement recommendations. • Commented on revised Pavement Report from Golder.

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Engineering and Facilities Activities (cont'd)		Drainage Design Report - Completed and submitted draft Drainage Assessment report to York Region. - Finalized drainage Design Criteria for incorporation into Design Basis Report. Preliminary Engineering Drawings (Busway, Platform, Terminals) - Continued conceptual design of platforms and stations. - Commenced cross-sectional design for road layout. - Developed drawing format for submission. Traffic Impact Analysis - Submitted draft VISSIM Analysis for Yonge Street corridor. - Met with York Region Transit and Toronto Transit Commission staff to discuss interface at Yonge Street / Steeles Avenue. - Submitted draft scope of work for additional VISSIM Analysis due to reconfiguration of Yonge / Steeles intersection. ITS Deployment - Continued contribution to the creation of the Design Criteria Matrix. - Continued to investigate ITS deployment issues raised through the Design Criteria process. - Submitted memorandums on all identified ITS issues, to be used as input to the Design Basis Report. Preliminary Engineering Drawings - Continued to develop Design Criteria for O&M Facility for submission to York Region. Capital Cost Estimate & Risk Assessment - Further refined cost development approach.
Contingency Tasks		Respond as requested by York Region.