

PHASE 2 ACTIVITIES		
	Work Program Task	Activities during October, November and December 2007
Program Management	• Provide senior management support to York Region. • Maintain project scope, budget and contingency items. • Handle all project controls and administration for YC2002.	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. • Led the internal coordination for YRRTC's Greater Toronto Transportation Authority (GTTA) submission. Controls & Administration In addition to ongoing support functions, the following is notable: • Established and refined the work breakdown structure, which forms the basis of the monthly progress report, invoice and schedule. • Refined the project schedule. • Updated the projects' document control database. • Continued implementation of the sub-consultant agreement process.
Transportation Planning Activities 83% complete	• Perform Transit Technology and Capacity Assessment for the rapid transit network.	Network Plan Update • Transmitted benchmark statistics and requested select link trip matrices to the Owner's Engineer (OE) to support their analysis of whether to move forward with the revised modeling method. Network Implementation Options Report • Completed comparative analysis of model results to support conclusions for the draft update Update Capacity for Steeles / Yonge • Completed VISSIM analyses to establish capacity of the revised Steele/Yonge configuration

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Communications Activity	• Assist York Region with developing and implementing the Communications Plan • Provide support to media releases, website updated and newspaper articles. • Develop presentations.	Communications Management • Commenced needs analysis for new computer graphics workstations. • Commenced development of a centralized map library and image library. Development of Collateral Materials and Website Updates • Commenced development of a video featuring the extension of York University Spadina subway north to Vaughan. • Completed development of Viva holiday flash e-card, developed copy and prepared storyboard mock-up of three alternatives for York Region Rapid Transit Corporation's approval. • Commenced development of website updates to 'Construction' section. YRRTC Presentation and Meeting Minutes • Developed Network presentation including artwork (maps, graphs, aerials) for senior staff review. • Developed Greater Toronto Transportation Authority (GTTA) 'Quick-Wins' presentation (including preparation of maps, graphs, and artwork). • Developed speaking notes for York Region Rapid Transit Corporation's Vice President's participation in CUTA's BRT Panel in Quebec City on November 11, 2007. • Prepared notes for article being developed for a new publication, Vaughan Perspective. • Collected assets / images and photographed Richmond Hill Pedestrian Bridge for York Region Rapid Transit Corporation's Chief Architect's 'Accessibility' presentation. • Prepared and distributed "Go Forward" meeting minutes and agenda. Media • The Vaughan Weekly featured a story on Viva Phase 2 public meetings, their success thus far and opportunities for the public to continue to participate in the

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Communications Activity (cont'd)		future. YRRTC Presentations • Prepared presentation for the Newmarket North Yonge Environmental Assessment Committee. • Prepared panel speaking notes for YRRTC's involvement with the Canadian Urban Transit Association (CUTA) conference. • Prepared article on behalf of YRRTC for the Ontario Professional Planners Institute (OPPI). Government Relations On-going government relations activities include: • Continuing to keep local representatives informed and up-to-date. • Continuing to work with staff at the federal and provincial level to secure funding agreements for Viva.
Environmental Activities	• Complete the North Yonge Environmental Assessment.	N. Yonge Analysis, Evaluation and Selection of Preferred Design • Met with Lake Simcoe Regional Conservation Authority to discuss effects of recommended design on watercourses crossed; • Revised Mulock-Green Lane alignment to minimize property impacts on the east side; and • Continued updating draft Compliance Monitoring Plan for Highway 7 and Vaughan North-South Link. • Reviewed and updated draft presentation material to inform Newmarket Council on Davis Drive options. • Provided data to York Region property staff to enable assessment of potential Davis Drive property costs. • Updated capital cost estimates for Davis Drive options; • Updated draft of EA report Chapter 5 per the Network Technology review. • Continued to work with Newmarket stakeholders and staff on the design

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Environmental Activities (cont'd)	Satisfy the conditions established in the Yonge Street EA.	alternatives along Davis Drive and finalized the evaluation of these alternatives. N. Yonge TAC, Steering Committee & Council Presentations / Reports - Prepared material for and participated in, presentation of Davis Drive options to Newmarket Council. - Commenced preparation of material to be presented at various Council / Committee meetings prior to the next Public Consultation Centre. N. Yonge Assessment of Env. Effects & Description of Mitigation - Continued review of effects analysis as received from sub-consultants - Met with Lake Simcoe Regional Conservation Authority to discuss the effect of the recommended design on watercourses crossed. N. Yonge Preparation, Review, Updating and Circulation of EA Reports - Updated Chapter 5, incorporating the results of the revised Technology Report. S. Yonge EA Compliance Monitoring Program - Provided background on EA alignment options through Markham Centre. - Updated the Compliance Monitoring Program incorporating comments received during the public review period in preparation of formal submission to the Ministry of the Environment. EA Support - Reviewed inquiry concerning rapidway requirements on Kennedy Road and prepared response. - Reviewed alternative alignments in the IBM / Town Centre Boulevard zone. - Provided background on EA alignment options through Markham Centre. - Provided benefits commentary and cost estimates for the GTTA Quick-Wins project submission. - Provided ongoing support during development of preliminary engineering for

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Environmental Activities (cont'd)		the Y2 and H3 rapidway cross-sections and facilities to ensure compliance with the EA commitments. Updated the Canadian Environmental Assessment Agency (CEAA) Project Descriptions for both the South Yonge Street and Highway 7 EA's, incorporating comments from York Region.
Engineering and Facilities Activities	- 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). - 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	Work underway for both Y2 & H3 segments (unless otherwise noted) Preliminary Engineering Management, Meetings, Correspondence - Held internal and external "Design Kick Off" meetings. Design Criteria - Commenced application of Y1 + O&M design criteria. Digital Mapping - Received first version of digital mapping. - Began field survey of storm and sanitary sewer inverts and received listing of changed conditions since aerial photograph was completed. Pavement and Geotechnical - Held initial meeting with pavement Engineer to review program. - Began pavement testing Drainage Design - Commenced compilation of both existing Y2 and H3 drainage system. Utility Identification and Coordination - Sent initial drawings to all utilities for mark-up. - Began to transfer utility mark-ups to base plan.

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Engineering and Facilities Activities (cont'd)	Property Impacts.	Road and Rapidway Design - Commenced development of rapidway design. Property Requirements and Legal Descriptions - Refined areas of impact analysis. Constrained Areas Consultation Report - Began preparation of 'Constrained Areas Consultation' report. PE Drawings (Busway, Platform, Station and Terminals) - Commenced preparation of drawings for both Y2 and H3. Richmond Hill Terminal Access Design (Y2) - Prepared a listing of alternatives to be reviewed. Unionville GO Station Interface (H3) - Commenced assembling available information.
Contingency Tasks	Respond to York Region as requested.	Park and Ride Strategy - Responded to updated scope. Enterprise / Simcoe - Design charrette held with the Town of Markham and developers landscape consultants to establish a set of design principles for integration of transitway, Civic Mall and adjacent developments. - Obtained agreement from the Town of Markham staff on transitway alignment. Jefferson Side Road Station - Revised preliminary design to move southbound station north of Jefferson side road.

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Contingency Tasks (cont'd)		- Revised design based on comments received and issue preliminary drawings for pricing. Church Street in Markham - Assisted Kiewit / EllisDon with issues arising from construction activities. Phase 2 Vehicle Procurement - Presented results of the environmental scan of BRT vehicle features and availability and discussion paper to York Region on November 6, 2007, prepared minutes and coordinated actions. - Reviewed information on Federal procurement requirements and commitments made pertaining to the CSIF application and the FLOW funding announcement. - Prepared a chart in draft format for comparison of the 2003 vehicle specification, the existing Van Hool vehicle specification and the proposed 2008 vehicle specification, distributed to York Region Transit (YRT) for comment and reviewed response. Richmond Hill Terminal Waiting Area Enhancements - Prepared preliminary engineering drawing for heater installation. - Prepared electrical drawings and review contractor shop drawings for radiant heater mounting details.
2007 Construction Program		RHC Pedestrian Bridge Construction of the Richmond Hill Centre Pedestrian Bridge continues to be on schedule. Milestones now reached include: - Tower structural steel erected at both abutments. - Bridge span erected over the tracks fully assembled. - Masonry completed at the east abutment.