

Our File/N/Réf. 11-97-0932
Your File/V/Réf.

DATE 06 May 1998

TO/DEST. Chair and Members of Regional Council

FROM/EXP. Director, Policy and Infrastructure Planning
Planning and Development Approvals Department

SUBJECT/OBJET **LIGHT RAIL PILOT PROJECT: PROGRESS REPORT NO. 2**

Information Previously Distributed To Be Listed on the Transportation Agenda 20 May 98
--

This memorandum is the second in a series of reports on behalf of the Light Rail Pilot Project Steering Committee. It summarizes progress made on the pilot project since the first report on 31 March 1998.

STEERING COMMITTEE AND WORKING GROUP

The Steering Committee and Working Group each held two meetings during the month of April. Among other issues, the Steering Committee has reviewed and ratified the technical consultant selection and the public consultation program.

SOUNDING BOARD

The first meeting of the Sounding Board was held on the evening of 14 April 1998. It was well attended and led to constructive discussion on several issues, notably on means to maximize the effectiveness and efficiency of public consultation.

The second Sounding Board meeting will be held on the evening of 19 May 1998 at 7:30 p.m. Items to be presented for the consideration of the Sounding Board at that time will include a communications plan, the proposed schedule and nature of public meetings, the status of stakeholder consultation, and a slide presentation by Sounding Board member Tim Lane (representing Transport 2000) on the alternative railway corridors under consideration.

CONSULTANT SELECTION AND APPOINTMENT

The previous progress report detailed the selection of KPMG as the preferred management consultant for the procurement process, and the distribution of a call for expressions of interest to 27 technical consulting firms on 16 March 1998.

Eight written submissions were received from technical consultants by the deadline of 30 March 1998, and a short-list of four consulting firms (Cole Sherman Associates, Delcan Corporation, IBI Group and Totten Sims Hubicki) was interviewed on 6 April by a selection committee comprised of RMOC, OC Transpo and KPMG staff. IBI Group was ratified by the Steering Committee as the preferred technical consultant at its meeting on 7 April 1998, and Lee Sims, P.Eng., Director of IBI Group, attended his first Steering Committee meeting on 21 April.

The consultant evaluation focused on the experience and understanding of key staff in the following primary areas:

- the planning, implementation and assessment of light rail transit services and facilities including tracks, stations and vehicles (preferably diesel-powered);
- the initiation of rail transit services on existing trackage;
- transit demand forecasting and assessment of transit service alternatives; and
- federal and provincial environmental assessment requirements as they pertain to this project.

Important consideration was also given to three secondary areas:

- federal regulations governing freight and passenger railway operation;
- public-private partnerships for transportation infrastructure delivery; and
- OC Transpo's objectives and operations, and the Ottawa-Carleton context.

A report recommending the formal appointment of KPMG as management consultant (with IBI Group, Dillon Consulting Limited and Canarail as sub-consultants) will be considered by Corporate Services and Economic Development Committee at its meeting on 19 May 1998.

CONSULTATION

Communications

A detailed communications plan is being developed by the Working Group and Steering Committee to optimize the efficient and effective flow of information to and from the public. The requirement to move as quickly as possible to meet Council's deadline will require some key consultation points to occur during the summer months, with turnaround times that are less than optimal. To overcome this situation, the project team will reach and involve as many interested parties as possible through a multi-faceted communications program involving daily newspapers, community newspapers, the RMOC website, e-mail, post, pamphlet drops, community centre posters, OC Transpo take-ones and media releases.

Public meetings

A public forum is scheduled for 18 June 1998 to present a preliminary analysis of alternatives, and is likely to be a workshop-style event that maximizes the flow of information and allows members of the public to focus on the issues that concern them most. Subsequently, a public meeting will be held in July to present the recommendations upon which the RFP will be based.

Stakeholder and industry consultation

Aside from the participation of many stakeholders on the Sounding Board, direct consultation with stakeholders will be necessary to ensure satisfactory identification and resolution of issues. As examples, a meeting has been held with the consultants responsible for the Ottawa Macdonald-Cartier Airport Master Plan to discuss opportunities for integration of light rail into future airport development, and a presentation will be made to the CUO Council on 6 May 1998.

A Notice of Intent will be published in mid-May that will:

- notify members of the rail and transit industries of the procurement process;
- notify members of the public and interested parties of the concurrent environmental assessment process; and
- ask for a response from stakeholders who wish us to keep them directly informed and involved.

In order to move as quickly as possible, meetings with industry stakeholders have been started. Initial meetings with the Canadian National and St. Lawrence & Hudson Railways were held on 28 April 1998 to explore issues related to the operation of a light rail service on the facilities. A series of meetings with other potential operators and equipment suppliers has also commenced, to aid the timely identification of major issues that need to be addressed in the work program.

*Approved by
Pamela Sweet, MCIP, RPP*

GN/