



STAGE & TASKS <small>Notification of Award</small>	MONTH Week of	2009												2010			
		January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	
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BACKGROUND STUDIES & PRE-EA STUDY CONSULTATION																	
Stage 1: Project Start-up / Study Design																	
1. Project Start-up / Initiation of Study Team / Scope Review / MOE Contact																	
2. Collect & Review All Information & Base Mapping / Confirm Study Area																	
3. Develop and Submit Draft Study Design & Project Schedule																	
4. Prepare Detailed Consultation Program / Initiate Stakeholder Contact / Pre-EA Consultation																	
5. Identify Stakeholders / Conduct ACG #1, PCG#1, ICG #1																	
6. Prepare for (including Newsletter & Web Page), Conduct & Report - POH No.1																	
7. Revise / Distribute Study Design																	
Stage 2: Needs Assessment & Existing Conditions																	
1. Develop Evaluation Criteria / Process																	
2. Identify Land Use / Urban Planning Requirements																	
3. Travel Demand Forecasting / Needs Assessment																	
4. Identify Transportation Problems / Opportunities																	
5. Evaluation / Inventory of Existing Conditions / Field Reviews																	
5.1 Environmental (Natural, Air / Noise / Vibration, Arch / Heritage, Social, Econ.)																	
5.2 Geotechnical / Site Contamination																	
5.3 Drainage / Storm Water Management																	
5.4 Rail / Structures																	
5.5 Civil / Municipal / Utilities / Electrical																	
5.6 Greenspace / Greenbelt / Landscaping																	
6. Identify Impacts on the Environment & Potential Mitigation Measures																	
7. Evaluate Alternative Solutions - Identify Recommended Option																	
Stage 3: Alternative Designs																	
1. Develop Evaluation Criteria / Process																	
2. Identify Alternative Alignments, Cross-Sections and RoW Designs / Stations																	
3. Update Inventories of Environmental Conditions & Document																	
4. Identify Impact of Alternatives on Environment & Mitigative Measures																	
5. Conduct Transit / Traffic Operations & Integration Assessment																	
6. Consult with Study Team / Review Agencies, ACG #2, PCG #2, ICG #2																	
7. Evaluate Alternatives & Identify Recommended Design(s)																	
8. Prepare for (including Newsletter & Web Page), Conduct & Report - POH No.2																	
Stage 4: Recommended Plan & Costing																	
FORMAL EA PROCESS UNDER O REG. 231/08 COMMENCES																	
File Notice of Study Commencement (July 23 / 09 - Begin 120 day Consult. Period)																	
1. Develop Recommended Functional Design																	
1.1 Plan & Profile																	
1.2 Typical Sections																	
1.3 Drainage / Storm Water Management																	
1.4 Rail Crossings / Structures																	
1.5 Transit Stations																	
1.6 Civil / Municipal / Utilities / Electrical / Transit Priority																	
1.7 Greenbelt / Landscape / Urban Planning Concepts / Environmental																	
2. Finalize Property Requirements / Property Plans																	
3. Consult Stakeholders / ACG #3, PCG #3, ICG#3 - Approvals-in-Principle																	
4. Prepare for (including Newsletter & Web Page), Conduct & Report - POH No.3																	
5. Incorporate POH Comments and Finalize Recommended Design																	
6. Develop Baseline Budget (in WBS format) / Prepare Cost Estimate Report																	
Stage 5: Reporting																	
1. Prepare Draft Environmental Project Report (EPR)																	
2. Prepare Draft / Final Federal Project Description Report																	
3. Submit Draft FPDR & EPR to Approval Agencies for Review																	
4. Consult Stakeholders / ACG #4, PCG #4																	
5. Incorporate Review Comments and Finalize EPR																	
6. Support with Staff Report / Presentation Transit Committee / Council																	
7. Prepare Notices of Study Completion & File for 30-Day Review / Follow-up																	
File Notice of Study Completion (Nov. 20 / 09 - End of 120 day consultation period)																	
End of 30 Day Review Period (Dec. 21 / 09)																	
End of MOE 35 Day Objection Review Period (Jan. 25 / 10)																	
File Statement of Completion (Dependent on Above)																	
8. Prepare Draft / Final CEAA EA Screening																	
Stage 6: City of Ottawa Progress Meetings																	

WE ARE HERE

M	Client Liaison Mtgs.
Ⓞ	Consultation Group Meetings
☉	Public Open Houses
M	ICC - ACPDR Presentation (Text.)
I	Internal Peer Review
C	City of Ottawa Committee / Council Presentations
★	Key EA Process Milestone under O Reg. 231/08