



2.0 PROJECT OVERVIEW

The contract between Kankakee County and Earth Tech was effective the 20th of July 2006 and was structured on a task order basis around the general scope of work identified in the County's Request for Letters of Interest and Qualifications (RFLIQ), dated December 29, 2005. The maximum term of the contract was three years.

2.1 TASK HISTORY

The RFLIQ identified nine possible tasks to be undertaken during the project. At the very start of the project a variety of approaches to each task were identified as subtasks and all subtasks were reviewed jointly by the County and Earth Tech. Priorities were established among the subtasks based on limited budget and the overall schedule expressed in the RFLIQ. As the project developed, additional subtasks were identified and added to the list. Guided by the imperatives of the contract scope, budget and schedule, task orders were drafted and negotiated as the project progressed. As task orders were completed, remaining funds were rolled over for use on subsequent task orders. Where scope expanded beyond what had been defined in initial task order, a new task order was issued to complete the work.

The complete list of Tasks and Subtasks is provided in Table 2-1. The dates of approved task orders are shown in the right hand column. All tasks and subtasks without dates were lower priority activities that were put off to later phases of the KACOT program.

The chronology of when task orders were executed is provided in Table 2-2.



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Table 2-1. List of Tasks and Subtasks

Task/Subtask			Task Order
Task	Subtask	Name	Issue Date
1	Ridership and Revenue Estimates		Combined: December-06
	1.1	CATS Policy Committee Interface	
	1.2	Socio-Economic Forecasts	
	1.3	Ridership Calculations	
	1.4	Revenue Calculations	
2	Environmental Impacts		
	2.1	Site History, Records Review, and Remote-Sensing Study	
	2.2	Site Reconnaissance	
	2.3	Evaluation and Report Preparation	
3	Site Studies		
	3.1	Station Site Development	
	3.2	Transit Supportive Land Use	October-06
	3.3	South Suburban Airport Site	
	3.4	Maintenance and Storage Facility Site	
	3.5	Independent Rail Alternative	October-06
4	Refined Cost Estimate		
	4.1	Review of KACOR-I Quantities	
	4.2	Review of Unit Costs	
	4.3	Conversion to FTA Standard Cost Categories.	
	4.4	Independent Rail Alternative Costing	
5	Line Capacity Analysis		
	5.1	KACOT as an Expansion of Amtrak	
	5.2	Develop Basic Simulation Tools	
	5.3	Full Line Capacity Analysis	
6	Institutional Issues		
	6.1	Metra Institutional Issues	
	6.2	Ring-Around-the-Collar Issues	
	6.3	CN & Amtrak Issues	
	6.4	General Institutional Issues	October-06
7	Formula for Local Cost Sharing		
8	Public Education/Outreach Campaign		
	8.1	Public Education/Outreach Start-Up	August-06
	8.2	Public Education/Outreach Program	October-06
	8.3	Web Site Technical Support	December-06
	8.4	County Gathering Support	May-07
9	Meetings		
	9.1	Task Force Meetings	August-06
10	Project Management		
	10.1	Final Report	April-07
	10.2	Initial Task Scoping	August-06
	10.3	Project Management	August-06
	10.4	Grant Application Assistance	



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Table 2-2. History of Task Order Approvals

Approval Date	Task Order			Cumulative to date
	No.	Name	Amount	
1-Aug-06	8.1	Public Education/Outreach Start-Up	\$ 19,200	\$ 54,000
	10.2	Initial Task Scoping	\$ 34,800	
			\$ 54,000	
8-Aug-06	9.1	Task Force Meetings	\$ 40,000	\$ 117,200
	10.3	Project Management	\$ 23,200	
			\$ 63,200	
16-Oct-06	3.2	Transit Supportive Land Use	\$ 30,000	\$ 199,700
	3.5	Independent Rail Alternative	\$ 29,500	
	8.2	Public Education/Outreach Program	\$ 23,000	
			\$ 82,500	
27-Oct-06	6.4	General Institutional Issues	\$ 10,000	\$ 209,700
4-Dec-06	1.2	Socio-Economic Forecasts	\$ 42,700	\$ 260,900
	8.3	Web Site Technical Support	\$ 8,500	
			\$ 51,200	
21-May-07	8.4	County Gathering Support	\$ 8,600	\$ 269,500
22-Mar-07	10.1	Final Report	\$ 30,500	\$ 300,000
Contract Maximum Limit:				\$ 300,000

2.2 MAJOR DELIVERABLES

The following were the major deliverables provided during the course of the project. Numerous other e-mail responses, letters, PowerPoint presentations, public display boards, meeting minutes, etc. are considered routine products and are not listed here.

1. **Tri-Fold (Executive Summary):** Several editions were generated throughout the course of the project to use as handouts to the public. The final edition corresponds with the Final Report. This is available on the KACOT-II web site on the Resource page.



2. **Project Map:** Again, several updates were generated during the project. The final map is shown in Figure 2.-3 below and on the back cover of this report. This is available on the KACOT web site on the Resource page.
3. **Newsletters:** Two newsletters were issued as part of the PE/O program discussed below. These are available on the KACOT web site on the Resource page.
4. **Web Site:** The creation of a web site for the project was a significant undertaking. The internet address for it is www.kacotstudy.com. The site is described in chapter 9.
5. **Transit Supportive Planning Handouts:** A 16-page color Transit Supportive Planning Primer and a CD of Metra and other related documents was prepared for the December 15, 2006 Transit Supportive Land Use Workshop. These documents plus additional material are available on the KACOT web site on the Resource page.
6. **Public Education and Outreach (PE/O) Materials:** An intensive PE/O program was undertaken by the Earth Tech subcontractor, South of Chicago. In addition to the Newsletters noted above, the program involved many local meetings and two County-oriented public gatherings. Most of these meetings had agendas, presentations and handouts. Keypad voting was used in one county gathering to obtain public feedback in real time. That alone required 60 slides and produced 127 pages of cross sorted polling statistics. The PE/O program is described in Chapter 8 and a list of the items generated by the effort is in Appendix 8.
7. **Final Report:** This document was first submitted as a draft at the June 2007 Task Force meeting for their review. This final edition was submitted at the December 11, 2007 Task Force meeting. The final is available on the KACOT web site on the Resource page.

2.3 TASK FORCE MEETINGS

Eight KACOT Task Force Meetings were held over the term of the project between August 15, 2006 and December 11, 2007. The Earth Tech team made presentations at each of those meetings. Those presentations are available on the KACOT web site

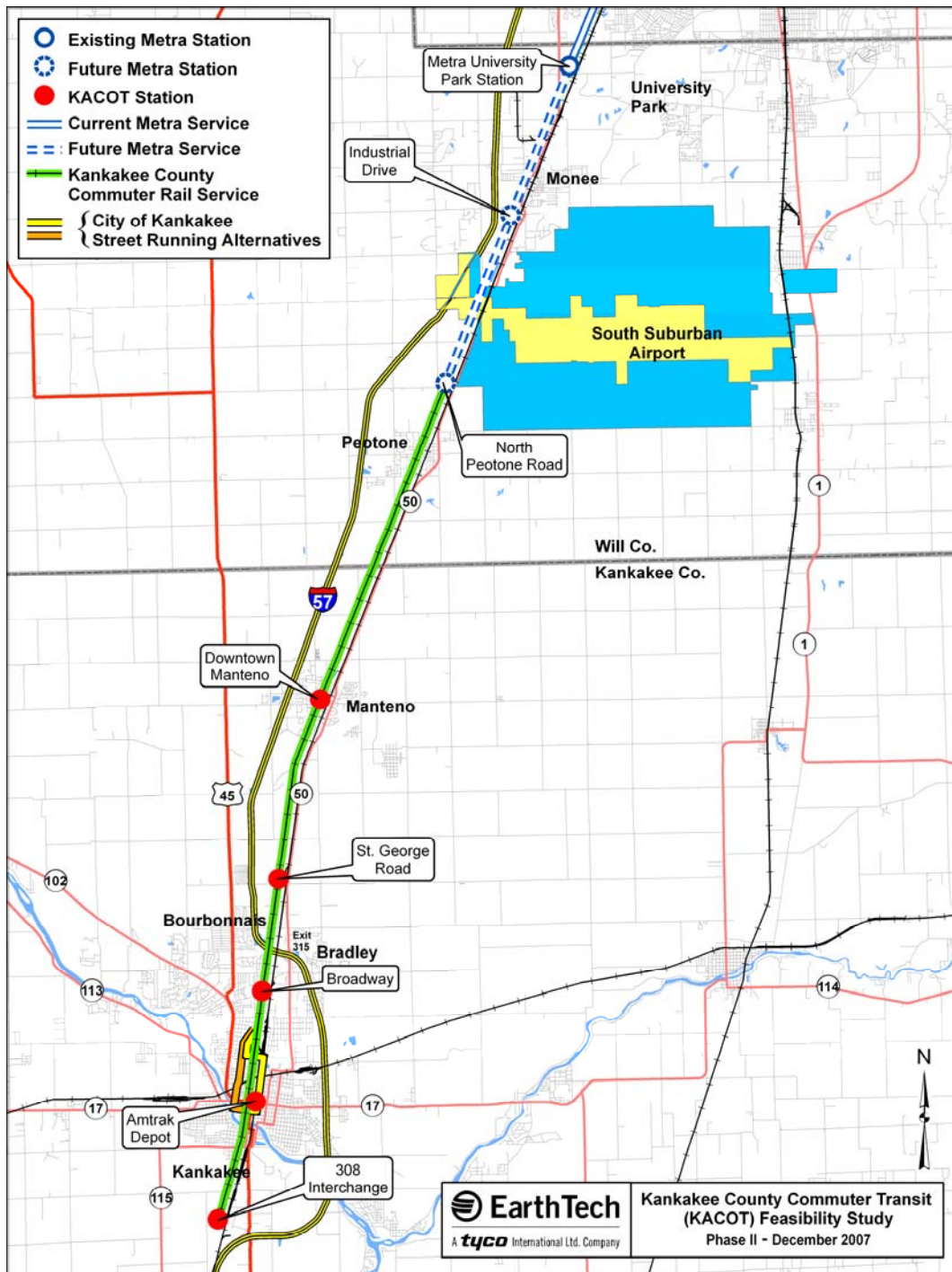


Figure 2-3. KACOT-II Commuter Rail Map