

# Progress Report #15

Period: November 1 - November 30, 2019

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CASP  
CEIS

## 1. Work Completed During Period

- **CASP Task 1: Scoping - Study Design - COMPLETE**
- **CASP Task 2: Project Management and Consultant Team Coordination**
  - Prepared for and conducted bi-weekly calls on November 4 and November 18. Internal team meetings were held to discuss tasks and progress. This fifteenth progress report was developed for inclusion with the invoice.
- **CASP Task 3: Public Consultation and Project Advisory Committee (PAC)**
  - KH developed project update language and distributed to CDOT to post on social media platforms.
- **CASP Task 4: Establish Study Design and Goals - COMPLETE**
- **CASP Task 5: Inventory of System Condition - COMPLETE (exception of completing final data for integration into WIMS - Task 5.2)**
- **CASP Task 6: Review Existing NPIAS Airport Roles/Classifications - COMPLETE**
- **CASP Task 7: System Performance**
  - KH made progress revising Chapter 6: Existing System Performance, Appendix A: Land Use Evaluation, and Appendix B: Airport Report Cards based on comments provided by CDOT from Wednesday, 11/13 through Friday, 11/15.
  - CDOT requested that KH develop an appendix that documents airport-by-airport performance for Performance Measures (PMs), System Indicators (SIs), and Facility and Service Objectives. KH developed and sent the Appendix C: 2018 Airport Performance Data template to CDOT for review on Wednesday, 11/13 and CDOT provided comments and approval of the template on Friday, 11/15. KH made progress populating Appendix C with revised performance data.
  - KH continued analysis and draft documentation of Chapter 8: Future System Performance. KH developed draft/recommended performance targets for discussion during the next bi-weekly call on Monday, 12/2.
- **CASP Task 8: Develop Aviation Forecasts**
  - CDOT provided final comments on Chapter 7: Aviation Demand Forecasts on Friday, 11/1. KH distributed the revised document to the PAC for review on Friday, 11/1 with a deadline of Monday, 11/18. Jeannette Hilaire asked if the document could be shared with the DEN Air Service team and the project team agreed.
  - KH received and compiled Project Advisory Committee (PAC) comments on Chapter 7. The project team is awaiting comments from the DEN Air Service team.
- **CASP Task 9: Explore Aviation Issues and Identify System Needs - COMPLETE**
- **CASP Task 10: Review of Intermodal Integration and Access - COMPLETE**
- **CASP Task 11: Review of Environmental Considerations - COMPLETE**
- **CASP Task 12: Analysis of System Alternatives**
  - KH continued evaluating preliminary alternative scenarios for initial analysis and future discussion with CDOT.
- **CASP Task 13: Develop System-wide Cost Estimate and Implementation Plan**
  - No work related to CASP Task 13 was initiated during this period.
- **CEIS Task 1: Data Collection**
  - CDOT provided comments on Tech Memo #1: Data Collection Process on Friday, 11/1. KH revised and provided a final draft memo to CDOT on Friday, 11/15. CDOT approved the Tech Memo and KH uploaded to the project website.
- **CEIS Task 2: Calibrate Econometric Model**
  - No work related to CEIS Task 2 was initiated this period.



- **CEIS Task 3: Calculate Impacts**
  - EDR continued developing Tech Memo #2: Technical Methodology.
  - KH sent CDOT revised draft direct on-airport and visitor spending impacts, as well as draft 2018 total direct impacts on Monday, 11/4. CDOT requested revisions to a handful of airports' payrolls. KH sent revised direct impacts on Thursday, 11/14. CDOT approved direct impacts during the bi-weekly call held on Monday, 11/18. CDOT directed KH/EDR to share DEN's direct impacts with Adam Giombetti.
- **CEIS Task 4: Calculate Tax Impacts**
  - No work related to CEIS Task 4 was initiated this period.
- **CEIS Task 5: Define Economic Role of Airports in Air Cargo**
  - EDR continued drafting Tech Memo #4: Air Cargo.
- **CEIS Task 6: Calculate Economic Impacts on Colorado's Agriculture Industry**
  - CDOT approved the final version of Tech Memo #5: Colorado's Agricultural Sector and Airports on Friday, 11/15. KH uploaded the Tech Memo to the project website.
- **CEIS Task 7: Real Life Stories Part II**
  - KH reached out to Pilatus for stories but was unable to speak to anyone directly.
- **CEIS Task 8: Deliver an Economic Impact Model to Enable CDOT to Conduct Simple Updates and to Estimate Impacts of Future Scenarios**
  - EDR continued to develop the user guide and Dynamic Calculator application.
- **CEIS Task 9: Economic Impacts of DEN**
  - EDR reviewed DEN data in concert with other impacts during the review of direct impact data.
- **CEIS Task 10: Documentation**
  - KH developed material for the templates for the individual airport brochures, including design elements and general content that will be used in the brochures.
- **CEIS Task 11: Project Management and Reporting**
  - EDR participated in bi-weekly calls specific to their work on the CEIS.

## 2. Work Anticipated in Next Period

- **CASP Task 2: Project Management and Consultant Team Coordination**
  - Continue bi-weekly calls and meeting summaries.
- **CASP Task 3: Public Consultation and Project Advisory Committee (PAC)**
  - Distribute Chapter 6: Existing System Performance, Appendix A: Land Use Evaluation, Appendix B: Airport Report Cards, and Appendix C: Airport Performance Data to the PAC for review.
  - Task 3.7 - Project Website: Add November progress report and PAC-reviewed chapters and appendices when approved by CDOT.
- **CASP Task 7: System Performance**
  - Finalize Chapter 6: Existing System Performance, Appendix A: Land Use Evaluation, and Appendix B: Airport Report Cards, and Appendix C: 2018 Airport Performance Data based on CDOT and PAC comments.
  - Meet with CDOT to establish future performance targets and compile a draft of Chapter 8: Future System Performance for CDOT review.
- **CASP Task 8: Develop Aviation Forecasts**
  - Finalize Chapter 7: Aviation Demand Forecasts based on PAC comments and upload to the project website.
- **CASP Task 12: Analysis of System Alternatives**
  - Develop draft sections of Chapter 9: System Alternatives.

- **CASP Task 15: Include Real-Life Stories - NON FEDERAL**
  - Continue documenting real-life stories and summarize for use in the study.
- **CEIS Task 3: Calculate Impacts**
  - Calculate total economic impacts for all CEIS airports based on final direct numbers approved by CDOT. Submit total economic impacts for CDOT's review.
  - Complete draft of Tech Memorandum #2: Technical Methodology for internal review and/or CDOT review.
- **CEIS Task 4: Calculate Tax Impacts**
  - KRAMER aerotek to finalize tax impacts once total impacts are finalized.
  - Initiate draft of Tech Memo #3 to document the tax impacts.
- **CEIS Task 5: Define Economic Role of Airports in Air Cargo**
  - Complete Tech Memo #4: Air Cargo and submit to CDOT for review.
- **CEIS Task 7: Real Life Stories Part II**
  - Schedule a meeting with Pilatus to identify stories.
- **CEIS Task 8: Deliver an Economic Impact Model to Enable CDOT to Conduct Simple Updates to Estimate Impacts of Future Scenarios**
  - Continue model development, integrating the final economic impacts for all airports. Also continue development of the user guide.
- **CEIS Task 11: Project Management and Reporting**
  - EDR Group continue to participate in bi-weekly calls with CDOT.

### 3. Issues Incurred

- Several individual task deadlines were extended to provide additional time for CDOT and PAC review. These include:
  - Extended CASP Task 7: Existing System Performance through **December**.
  - Extended CASP Task 8: Develop Aviation Forecasts through **December**.
  - Extended CASP Task 12: Analysis of System Alternatives through **December**.
  - Extended CASP Task 13: Develop System-Wide Cost Estimate and Implementation Plan through **January**.
- The individual task extensions above should not affect final project deadline for the CASP.
- **An extension to the CEIS through January is requested.**
  - Extended CEIS Task 3: Calculate Impacts through **January**.
  - Extended CEIS Task 4: Calculate Tax Impacts through **December**.
  - Extended CEIS Task 5: Define Economic Role of Airports in Air Cargo through **December**.
  - Extended CEIS Task 7: Include Real Life Stories - Part 2 through **January**.
  - Extended CEIS Task 8: Deliver an Economic Impact Model through **December**.
  - Extended CEIS Task 9: Economic Impacts of DEN through **January**.
  - Extended CEIS Task 10: Documentation through **January**.
  - Extended CEIS Task 11: Project Management and reporting through **January**.