

Progress Report #20

Period: April 1 - April 30, 2020

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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 Monday, April 6 and Monday, April 20. Internal team meetings were held to discuss tasks and progress. This twentieth progress report was developed for inclusion with the invoice.
 - CDOT approved the COVID-19 scope on Friday, April 3 which included the extra effort items to date, TEX obstruction revisions, and the COVID-19 analysis. CDOT noted on Monday, April 6 that they would process the contract amendment. KH received the contract amendment from the State of Colorado on Tuesday, April 28.
- **CASP Task 3: Public Consultation and Project Advisory Committee (PAC)**
 - KH initiated a draft of the April Newsletter as directed by CDOT. KH will include a note that the project team is preparing the COVID-19 analysis as an element. The primary focus will be on all the completed work tasks of the project.
- **CASP Task 4: Establish Study Design and Goals - COMPLETE**
- **CASP Task 5: Inventory of System Condition - COMPLETE (except for 5.2: INVENTORY DATA INTO WIMS)**
 - KH continued working to finalize the system performance, forecasts, and cost estimate spreadsheets to ultimately distribute to CDOT.
- **CASP Task 6: Review Existing NPIAS Airport Roles/Classifications - COMPLETE**
- **CASP Task 7: System Performance - COMPLETE**
- **CASP Task 8: Develop Aviation Forecasts - COMPLETE**
- **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**
 - CDOT reviewed the draft chapter and provided comments. KH revised the chapter and worked with internal QC reviewers to ensure consistency in voice of the final revised version.
 - KH submitted a revised version of Chapter 9. Alternatives Analysis to CDOT on Thursday, April 9. CDOT approved the revised chapter on Monday, April 13.
 - KH distributed Chapter 9 to the PAC for review on Monday, April 13 with a due date of Tuesday, April 21. No actionable comments were provided, although Jeannette Hilaire did send an email regarding her review. KH posted the Alternatives Analysis to the project website.
- **CASP Task 13: Develop System-wide Cost Estimate and Implementation Plan**
 - KH and CDOT discussed the best approach to determine DEN's 20-year need given the lack of information from DEN related to CIP projects. The team agreed to average DEN's past four years' worth of capital spending (obtained for the CEIS) and compare it with the \$3.5 billion need that DEN provided for 2018-2022. This was used to develop a CASP 20-year total need given that after additional coordination with DEN it doesn't appear there is a project list beyond 2022.
 - KH drafted Chapter 10. System Needs and Recommendations and submitted to CDOT for review on Thursday, April 16. CDOT reviewed and provided comments on Tuesday, April 28.
- **CASP Task 15: Include Real Life Stories - NON-FEDERAL**
 - This task is developed in conjunction with CEIS Task 7 (see below).



- **CASP Task 16: Deliverables**
 - KH conducted a QC review of all chapters, with an emphasis on data consistency in Chapters 2 and 6, Appendices B-C, and Chapter 8.
- **CEIS Task 1: Data Collection - COMPLETE**
- **CEIS Task 2: Calibrate Econometric Model - COMPLETE**
- **CEIS Task 3: Calculate Impacts**
 - EBP developed an example calculation process white paper which was submitted to CDOT for review on Monday, April 6. CDOT reviewed and sent comments on Monday, April 13. This is included in the Calculator User's Guide.
 - This task is now COMPLETE.
- **CEIS Task 4: Calculate Tax Impacts - COMPLETE**
- **CEIS Task 5: Define Economic Role of Airports in Air Cargo - COMPLETE**
- **CEIS Task 6: Calculate Economic Impacts on Colorado's Agriculture Industry - COMPLETE**
- **CEIS Task 7: Real Life Stories Part II**
 - KH developed eight real life story brochures and submitted to CDOT for review on Friday, April 24.
- **CEIS Task 8: Deliver an Economic Impact Model to Enable CDOT to Conduct Simple Updates and to Estimate Impacts of Future Scenarios**
 - KH updated the CAO handouts affected by the rounding issue.
 - EBP revised the Dynamic Calculator User's Guide based on CDOT comments provided on Friday, April 13. The User's Guide was revised to include the example IMPLAN calculation process and formatted consistent with other CEIS deliverables and sent to CDOT for review. CDOT approved of the User's Guide on Thursday, April 23.
 - Other than providing EBP updated links to the CAO handouts on the final website for inclusion in the Dynamic Calculator, this task is COMPLETE.
- **CEIS Task 9: Economic Impacts of DEN - COMPLETE**
- **CEIS Task 10: Documentation**
 - KH continued to combine and format all Tech Memos into one final technical report to submit to CDOT for review.
 - KH began development of the following brochures based on CDOT and PAC feedback:
 - *Individual airport brochure (template for one airport and content for all)*
 - *Draft CASP executive summary brochure*
 - *Draft CEIS executive summary brochure*
 - CDOT thinks it would be beneficial to send the individual airport brochure template, the draft executive summary brochures, and all other remaining deliverables to the PAC for comment.
- **CEIS Task 11: Project Management and Reporting**
 - EBP participated in bi-weekly calls specific to their work on the CEIS.
- **CEIS Task 12: Update Economic Impacts of Denver International Airport - CANCELLED**

2. Work Anticipated in Next Period

- **CASP Task 2: Project Management and Consultant Team Coordination**
 - Continue bi-weekly calls and providing meeting summaries.
- **CASP Task 3: Public Consultation and Project Advisory Committee (PAC)**
 - Submit CASP Chapter 10 for PAC review.
 - Submit CASP Executive Summary for PAC review.



- **CASP Task 13: Develop System-wide Cost Estimate and Implementation Plan**
 - Revise Chapter 10 based on CDOT comments and submit to PAC for review.
- **CASP Task 15: Include Real-Life Stories - NON-FEDERAL**
 - Revise Real-Life Story Brochures based on CDOT's comments and post to the project website
- **CASP Task 16: Deliverables**
 - Continue developing and finalizing CASP executive summary
 - Compile CASP technical report image files to provide a link to all graphics once the project is completed to be included in CASP/CEIS videos.
 - Submit final CASP technical report to CDOT
 - Print CASP Executive Summary Brochures
- **NEW CASP Task 17: COVID-19 Analysis (Postscript)**
 - Prepare draft questionnaire and submit to CDOT for review
 - Contact airports to schedule calls to document impact of COVID-19 to airports
 - Summarize results of airport calls
 - Conduct online research of COVID-19 impacts
 - Initiate task documentation
- **CEIS Task 7: Real Life Stories Part II**
 - Revise Real-Life Story Brochures based on CDOT's comments and post to the project website
- **CEIS Task 10: Documentation**
 - Submit draft individual airport brochures and CASP and CEIS executive summaries to CDOT and, once approved, PAC for review and comment
 - Revise draft brochures and CASP and CEIS executive summaries based on comments
 - Finalize all individual airport brochures and CASP and CEIS executive summaries
 - Submit final CEIS technical report to CDOT
 - Draft and finalize CEIS PowerPoint
- **CEIS Task 11: Project Management and Reporting**
 - EBP continue to participate in bi-weekly calls with CDOT

3. Issues Incurred

- Three individual task deadlines were extended due to the newly added CASP Task 17: COVID-19 Analysis (Postscript) and additional time for PAC review. The CEIS is planned for full completion in May 2020. The CASP is planned for full completion in July.
 - Extended CASP Task 2: Project Management and Consultant Team Coordination through July.
 - Extended CASP Task 13: Develop System-Wide Cost Estimate and Implementation Plan through May.
 - Extended CASP Task 16: Deliverables through July.