

# Finance and Budget Committee Meeting Summary

Wednesday, March 19, 2025

## Members Present

Jeslin Shahrezai, Chair	Lakewood
Jeff Baker	Arapahoe County
Ashley Stolzmann, Alternate	Boulder County
Adam Paul	City and County of Denver
Sharon Davis	Arvada
Alison Coombs	Aurora
Stephen Barr	Littleton
Alecia Brown, Alternate	Lone Tree
Justin Martinez	Thornton

Others Present: Douglas W. Rex, Executive Director; Rich Kondo, Northglenn; and DRCOG staff.

Chair Jeslin Shahrezai called the meeting to order at approximately 5:30 p.m. with a quorum present.

## Move to approve consent agenda

Director Paul **moved** to approve the consent agenda. The motion was **seconded** and **passed** unanimously.

Items on the consent agenda included:

- Summary of the February 19, 2025, meeting

## Election of Vice Chair

Director Barr **moved** to elect Adam Paul as Vice Chair of the Finance and Budget Committee. The motion was **seconded** and **passed** unanimously.

**Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with Building Decarbonization Coalition to design and implement a Contractor Navigation Hub for the building decarbonization program in an amount not to exceed \$4,500,000 through October 16, 2029. The initial contract term will run through April 11, 2027, with the option to renew for additional one-year terms upon satisfactory performance.**

Clay McCombe provided an overview of the contract to the members. In January 2025, DRCOG issued a Request for Proposals (RFP) to find a qualified firm to develop industry-facing tools that promote cold-climate heat pump adoption within the HVAC sector, aiming to create a contractor-friendly 'one-stop shop.' Two proposals were received and evaluated by a panel of experts from DRCOG, Xcel Energy, and the Collective Clean Energy Fund. The Building Decarbonization Coalition's proposal received the highest scores for its strong approach, qualifications, cost-effectiveness, and quality, exceeding expectations by offering to serve twice as many contractors and including a testable AI chatbot. Based on this evaluation, DRCOG recommends awarding the contract—valued at up to \$4.5 million and funded by the EPA Climate Pollution Reduction Grant—to the Coalition for an initial 24-month term, with potential renewals through 2029.

Director Paul **moved** to approve **Resolution Number 9, 2025**, authorizing the Executive Director to negotiate and execute a contract with Building Decarbonization Coalition to design and implement a Contractor Navigation Hub for the building decarbonization program in an amount not to exceed \$4,500,000 through October 16, 2029. The initial contract term will run through April 11, 2027, with the option to renew for additional one-year terms upon satisfactory performance. The motion was **seconded** and **passed** unanimously.

**Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with Fehr & Peers for the Commerce City Community Transportation Plan in an amount not to exceed \$125,000 and a term of 14 months from the date of contract execution.**

Brittney Compton provided an overview of the contract to the Directors. In February 2025, DRCOG issued a Request for Proposals (RFP) to identify a planning firm with experience in small-area, transit, human-services transportation, and micro-transit mobility planning to lead the Commerce City Community Transportation Plan. The study aims to improve first and last mile connections and address mobility challenges for low-income residents, particularly in Commerce City's Core City area below East 88th Avenue. Two proposals were received and evaluated by a panel including DRCOG staff and representatives from Commerce City. Based on the panel's assessment, DRCOG recommends awarding a 14-month, \$125,000 contract to Fehr & Peers, with funding provided through the FY2024–2027 Transportation Improvement Program Community Based Transportation Planning set-aside.

Director Barr **moved** to approve **Resolution Number 10, 2025**, authorizing the Executive Director to negotiate and execute a contract with Fehr & Peers for the Commerce City Community Transportation Plan in an amount not to exceed \$125,000 and a term of 14 months from the date of contract execution. The motion was **seconded** and **passed** unanimously.

**Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with HDR Inc. for community engagement services for the building decarbonization program, in an amount not to exceed \$4,000,000 through October 16, 2029. The initial contract term will run through April 13, 2027, with the option to renew for additional one-year terms upon satisfactory performance.**

Chris Selk provided an overview of the contract to the Directors. DRCOG received a \$199.7 million grant from the U.S. EPA's Climate Pollution Reduction Grant program to support a regional building decarbonization initiative, allocating \$4 million for community engagement, including \$2.2 million in pass-through grants to community-based organizations. In January 2025, DRCOG issued an RFP seeking an agency with proven experience in managing large-scale, multicultural, and equitable outreach campaigns that include grant-funding components. Six qualified proposals were submitted and evaluated by a panel of DRCOG and Boulder County experts. The panel unanimously selected HDR Inc. as the top choice based on their expertise in grant frameworks, multicultural engagement, and regional knowledge. DRCOG staff recommend that the Finance and Budget Committee authorize a contract with HDR Inc. to lead the engagement effort.

Director Martinez **moved** to approve **Resolution Number 11, 2025**, authorizing the Executive Director to negotiate and execute a contract with HDR Inc. for community engagement services for the building decarbonization program, in an amount not to exceed \$4,000,000 through October 16, 2029. The initial contract term will run through April 13, 2027, with the option to renew for additional one-year terms upon satisfactory performance. The motion was **seconded** and **passed** unanimously.

**Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with ImageX for website development services for the building decarbonization program, in an amount not to exceed \$199,900 through April 30, 2026.**

Robert Spotts provided an overview of the contract to the Directors. DRCOG was awarded a \$199.7 million grant from the U.S. EPA's Climate Pollution Reduction Grant program to support a regional building decarbonization initiative, with \$500,000 allocated for website development to support the program through its duration. In January 2025, DRCOG issued an RFP seeking a qualified agency to build and maintain a professional, accessible website capable of scaling with the program's evolving needs. Six proposals were received and reviewed by a panel of experts from DRCOG and the City of Louisville. The panel selected ImageX as the top candidate due to their strong track record in professional website launches and their experienced, responsive team. DRCOG staff recommend that the Finance and Budget Committee authorize a contract with ImageX.

Director Barr **moved** to approve **Resolution Number 12, 2025**, authorizing the Executive Director to negotiate and execute a contract with ImageX for website development services for the building decarbonization program, in an amount not to exceed \$199,900 through April 30, 2026. The motion was **seconded** and **passed** unanimously.

**Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with Lotus Engineering and Sustainability to provide building policy collaborative facilitation services for the building decarbonization program in an amount not to exceed \$2,500,000 through October 16, 2029. The initial contract term will run through April 13, 2027, with the option to renew for additional one-year terms upon satisfactory performance.**

Gregory Miao provided an overview of the contract to the Directors. DRCOG received a \$199.7 million grant from the U.S. Environmental Protection Agency's Climate Pollution Reduction Grant program to implement a regional building decarbonization initiative. As part of this effort, the initiative includes a \$39 million Building Policy Collaborative (BPC) program to support pollution reduction and healthy buildings by advancing consistent, coordinated, and ambitious high-performance building policy across the region. A core component of the BPC program is \$2.5 million allocated for the creation and facilitation of a regional policy network for zero-emissions and electric-forward policy (BPC Peer Network). On January 9, 2025, DRCOG released a Request for Proposals (RFP) to solicit services from agencies with experience in building policy, facilitation, and research to support the BPC. Three qualifying proposals were received and evaluated by a panel of subject matter experts from DRCOG and municipal staff involved in the original grant development. All

three firms were interviewed and scored on presentation quality, project understanding, and communication. Based on the panel's evaluation, Lotus Engineering and Sustainability was selected as the preferred consultant.

Director Martinez **moved** to approve **Resolution Number 13, 2025**, authorizing the Executive Director to negotiate and execute a contract with Lotus Engineering and Sustainability to provide building policy collaborative facilitation services for the building decarbonization program in an amount not to exceed \$2,500,000 through October 16, 2029. The initial contract term will run through April 13, 2027, with the option to renew for additional one-year terms upon satisfactory performance. The motion was **seconded** and **passed** unanimously.

**Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with Fehr & Peers for the Multimodal-Supportive Local Development Standards Toolkit in an amount not to exceed \$200,000 for the period beginning on April 11, 2025 and ending June 15, 2026.**

Ron Papsdorf provided an overview of the contract to the Directors. In January 2025, the Denver Regional Council of Governments (DRCOG) issued a Request for Proposals to identify a qualified consultant to develop a Multimodal-Supportive Local Development Standards Toolkit, aimed at helping member governments incorporate multimodal elements into new and redevelopment projects to improve accessibility and connectivity. This initiative is part of Activity 4.6: Transportation Demand Management Planning in DRCOG's FY-2025 Unified Planning Work Program. Two proposals were received and evaluated by a selection committee including representatives from DRCOG, the Colorado Department of Transportation, and the City of Westminster. Fehr & Peers was selected as the preferred consultant due to their strong understanding of the project, detailed implementation strategy, and extensive experience with similar efforts.

Director Barr **moved** to approve **Resolution Number 14, 2025**, authorizing the Executive Director to negotiate and execute a contract with Fehr & Peers for the Multimodal-Supportive Local Development Standards Toolkit in an amount not to exceed \$200,000 for the period beginning on April 11, 2025 and ending June 15, 2026. The motion was **seconded** and **passed** unanimously.

**Report of the Chair**

Chair Shahrezaei wanted to give members a heads up that they will be receiving an overview of the DRCOG draft budget and process at the April meeting.

**Report of the Executive Director**

There was no report.

**Next meeting – April 16, 2025**

**Other matters by members**

Director Stolzmann wanted to highlight that Cindy Terwilliger of the FTA is retiring..

**Adjourn**

The meeting adjourned at approximately 6:08 p.m.