

AGENDA
FINANCE AND BUDGET COMMITTEE
WEDNESDAY, August 16, 2023
5:30 p.m. – 6:15 p.m.
1001 17th St.
7th Floor, Red Rocks Conference Room
Denver, CO 80202

1. Call to Order

CONSENT AGENDA

2. Move to Adopt the Consent Agenda

- i. Approve July 19, 2023 summary
(Attachment A)
- ii. Resolution authorizing the Executive Director to accept additional funds from the City of Aurora for a total of \$160,000 in 2023 for older adult transportation services in Aurora.
(Attachment B)
- iii. Resolution authorizing the Executive Director to accept funds from the Colorado Department of Regulatory Agencies (DORA) of approximately \$200,000 to support a State Health Insurance and Assistance Program (SHIP) for a period of approximately eighteen months through September 30, 2024.
(Attachment C)
- iv. Resolution authorizing the Executive Director to enter into a modified Intergovernmental Agreement with CDOT in a total authorized amount not to exceed \$181,200 for the FY 2024 405c grant awarded to DRCOG by the National Highway Traffic Safety Administration.
(Attachment D)
- v. Resolution authorizing the Executive Director to amend the current contract term date with the Colorado Department of Transportation to December 31, 2028, to support the DRCOG Regional Traffic Operations Program.
(Attachment E)

ACTION ITEMS

3. Discussion of a resolution authorizing the Executive Director to amend a contract with Brite Systems for an additional \$100,000 with a term ending December 31, 2024 for enhancements.
(Attachment F) Jayla Sanchez-Warren, Director, Area Agency on Aging

Persons in need of auxiliary aids or services, such as interpretation services or assisted listening devices, are asked to contact DRCOG at least 48 hours in advance of the meeting by calling (303) 455-1000.



4. Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with Lotus Engineering and Sustainability in a total amount not to exceed \$350,000 for the term of September 1, 2023 through January 31, 2026 to support DRCOG's Climate Pollution Reduction Grant planning efforts
(Attachment G) Ron Papsdorf, Director, Transportation Planning and Operations
5. Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with the Colorado Department of Transportation for Consolidated Planning Grant funding estimated at approximately \$14,944,293 in support of the FY 2024 and FY 2025 Unified Planning Work Program.
(Attachment H) Ron Papsdorf, Director, Transportation Planning and Operations
6. Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with Right Click Solutions to provide an online platform for the Way to Go program, in an amount not to exceed \$104,000 for a term ending September 1, 2024 with the option to renew for two additional one year terms upon satisfactory performance.
(Attachment I) Steve Erickson, Director, Communications and Marketing

ADMINISTRATIVE ITEMS

7. Report of the Chair
8. Report of the Executive Director
9. Other Matters by Members
10. **Next Meeting – September 20, 2023**
11. Adjourn

SUMMARY
FINANCE AND BUDGET COMMITTEE MEETING
Wednesday, July 19, 2023

Present:

Colleen Whitlow, Chair
Nicholas Williams
Steve Conklin
Paul Haseman
Tom Mahowald

Mead
Denver City & County
Edgewater
Golden
Nederland

Others Present: Doug Rex, Executive Director; and DRCOG staff.

Chair Whitlow called the meeting to order at 5:37 p.m. with a quorum present.

Move to Adopt the Consent Agenda

Director Haseman **moved** to adopt the consent agenda. The motion was **seconded** and **passed** unanimously.

Items on the consent agenda included:

- Summary of the June 21, 2023 Meeting

Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with Knock Software dba Ride Report to implement a regional shared mobility data platform in an amount not to exceed \$75,000 for a one year term with the option to renew for three additional one year terms upon satisfactory performance.

Kalie Fallon provided a brief overview of the contract to the members. The purpose of the regional shared mobility data platform is to support collection and management of shared mobility data in the Denver region. DRCOG has hosted this platform for the past three years and partners with local agencies with shared mobility programs to manage and share data through the platform. In May 2023, DRCOG released a Request for Proposals (RFP) to solicit proposals from companies qualified and experienced in developing shared mobility data tools and software. DRCOG received five proposals in response to the RFP and on June 14, 2023, a panel unanimously recommended moving forward with the proposal from Knock Software dba Ride Report. The annual contract amount will not exceed \$75,000. Funds have been allocated to this task in DRCOG's annual budget and identified in DRCOG's Unified Planning Work Program (UPWP) and the existing partner agency cost-sharing approach will continue as it has over the last several years of the program.

Director Mahowald **moved** to adopt Resolution No. 25, 2023, authorizing the Executive Director to negotiate and execute a contract with Knock Software dba Ride Report to implement a regional shared mobility data platform in an amount not to exceed \$75,000 for a one year term with the option to renew for three additional

one year terms upon satisfactory performance. The motion was **seconded** and **passed** unanimously.

Discussion of a resolution authorizing the Executive Director to accept funds of \$279,347 from the Colorado Department of Health Care Policy and Financing (HCPF) for the period of July 1, 2023 through June 30, 2024 to support DRCOG's Community Options program.

Jenny Dock provided an overview of use for these funds to the directors. DRCOG has an agreement with HCPF to provide options counseling to residents of long-term care facilities who desire to transition out of those facilities. The Community Options Program was established to help ease the transition of individuals in long-term care facilities back into their homes or other communities of choice. This program is a part of DRCOG's Aging and Disability Resources Center (ADRC). The purpose of the ADRC is to provide streamlined access to available long-term services and supports (LTSS) and provide counseling to help older adults and adults with a disability in Colorado receive the services they need to remain independent in the community. The intergovernmental agreement with HCPF includes options for up to four additional one-year extensions. DRCOG recently received an option letter to extend the term for a fifth year at level funding of \$279,347. The funding will support the work of four full-time transitions options counselors covering the Denver metro region.

Director Williams **moved** to adopt Resolution No. 26, 2023, authorizing the Executive Director to accept funds of \$279,347 from the Colorado Department of Health Care Policy and Financing (HCPF) for the period of July 1, 2023 through June 30, 2024 to support DRCOG's Community Options program. The motion was **seconded** and **passed** unanimously.

Discussion of a resolution authorizing the Executive Director to execute a contract with the Colorado Refugee Services Program of approximately \$196,000 for the term of October 1, 2023 through September 30, 2024 in support of DRCOG's Older Adult Refugees and Friends program.

Jenny Dock provided a brief overview of the contract to the directors. Since 2012, DRCOG's Area Agency on Aging has received federal funds through CRSP to provide education and information assistance to older refugees residing in the Denver metro region. The program addresses the unique barriers older refugees face to help them better access health care and community-based services and thus enable them to successfully live independently. CRSP is extending funding for another year at approximately \$196,000, which is about the same level as the current grant. The amount includes approximately \$55,000 specifically to provide outreach and services to older adult arrivals from Afghanistan.

Director Haseman **moved** to adopt Resolution No. 27, 2023, authorizing the Executive Director to execute a contract with the Colorado Refugee Services Program of approximately \$196,000 for the term of October 1, 2023 through September 30, 2024 in support of DRCOG's Older Adult Refugees and Friends program. The motion was **seconded** and **passed** unanimously.

Funding to support the development of a Regional Housing Assessment

Sheila Lynch provided background on the funding source to members of the committee. DRCOG's Board of Directors has explored the role and scope for regional coordination to address housing and will decide whether DRCOG will pursue the development of a Regional Housing Needs Assessment. DRCOG staff propose a two-fold funding approach to support this work, leverage Metropolitan Planning Organization (MPO) funding and pursue funding through the Department of Local Affairs (DOLA). To leverage MPO funding, the DRCOG Board will review an amendment to the UPWP at their Board July 19 meeting. This amendment is being recommended prior to the adoption of a new UPWP for federal fiscal years 2024 through 2025 so that efforts to initiate this work and procure consulting services can commence prior to October 1, 2023. USDOT requires a local match for MPO funding and DRCOG plans to apply to the State of Colorado's Energy and Mineral Impact Assistance Fund (EIAF) to fulfill this requirement. Councils of Governments may apply and regional studies and plans are eligible activities under this funding. DRCOG plans to submit an application for \$125,000 in the current funding cycle which closes on August 1, 2023.

Report of the Chair

There was no report.

Report of the Executive Director

There was no report.

Other Matters by Members

There were no other matters by members.

Next Meeting

The next meeting is scheduled for August 16, 2023.

The meeting adjourned at 5:55 p.m.

ATTACH B

To: Chair and Members of the Finance and Budget Committee

From: Douglas W. Rex, Executive Director
303-480-6747 or drex@drcog.org

Meeting Date	Agenda Category	Agenda Item #
August 16, 2023	Consent Agenda	2-ii

SUBJECT

This action is related to receipt of additional funds from the City of Aurora to support transportation services for Aurora's residents age 60 and older.

PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommends approval for the Executive Director to accept additional funds from the City of Aurora to support transportation services for older adults residing in Aurora.

ACTION BY OTHERS

N/A

SUMMARY

DRCOG and the City of Aurora entered into an intergovernmental agreement in 2018 under which the City allocates funds annually to DRCOG to coordinate transportation services for its older adult residents. An amount of \$80,000 is earmarked in the City's annual budget and is paid in a lump sum to DRCOG. DRCOG recently received payment of \$80,000 from the City's fiscal 2023 budget. This amount is combined with \$80,000 received in March 2023 pertaining to the City's fiscal 2022 allocation.

The combined funds are to be used in the AAA's Choice Services Program for transportation, as has been done in the past several years. Last year, the funds paid for over 2,300 one-way trips using the contracted provider, HopSkipDrive, and approximately 4,400 bus trips with RTD. DRCOG staff identify the riders who are Aurora residents and apply the funds toward their monthly trip costs. There is no term limit on the use of the funds.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to approve a resolution authorizing the Executive Director to accept additional funds from the City of Aurora for a total of \$160,000 in 2023 for older adult transportation services in Aurora.

ATTACHMENT

Draft resolution

ADDITIONAL INFORMATION

If you need additional information, please contact Douglas W. Rex, Executive Director, at (303) 480-6701 or drex@drcog.org; or Jayla Sanchez-Warren, Director, Area Agency on Aging, at (303) 480-6735 or jswarren@drcog.org.

DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

FINANCE & BUDGET COMMITTEE

RESOLUTION NO. __, 2023

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ACCEPT
ADDITIONAL FUNDS FROM THE CITY OF AURORA FOR A TOTAL OF \$160,000 IN
2023 FOR OLDER ADULT TRANSPORTATION SERVICES IN AURORA.

WHEREAS, DRCOG is the designated Area Agency on Aging (AAA) under the federal Older Americans Act (OAA) and the State's Older Coloradans Act (OCA) and thereby coordinates services that benefit adults age 60 and older residing in the eight-county metro region; and

WHEREAS, the City of Aurora desires to support transportation services for its older adult residents and has an annual budget allocation to meet that objective; and

WHEREAS, the City of Aurora allocates funds to the DRCOG AAA to coordinate transportation services for its residents pursuant to an intergovernmental agreement with DRCOG; and

WHEREAS, funds for fiscal year 2023 have been distributed without a term limit and are combined with funds DRCOG received earlier in the year pertaining to the City's fiscal year 2022 allocation;

NOW, THEREFORE BE IT RESOLVED that the Finance and Budget Committee authorizes the Executive Director to accept additional funds from the City of Aurora for a total of \$160,000 in 2023 for older adult transportation services in Aurora.

RESOLVED, PASSED AND ADOPTED this ____ day of _____, 2023 at Denver, Colorado.

Colleen Whitlow, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

Douglas W. Rex, Executive Director

ATTACH C

To: Chair and Members of the Finance and Budget Committee

From: Douglas W. Rex, Executive Director
303-480-6747 or drex@drco.org

Meeting Date	Agenda Category	Agenda Item #
August 16, 2023	Consent Agenda	2-iii

SUBJECT

This action is related to receipt of funding from the Colorado Department of Regulatory Agencies (DORA) to provide Medicare information and benefits services to older adults and people with disabilities in the DRCOG region.

PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommends that the Finance and Budget Committee authorize the Executive Director to accept funding from DORA of approximately \$200,000 through September 30, 2024 to operate a State Health Insurance Assistance Program (SHIP).

ACTION BY OTHERS

N/A

SUMMARY

DRCOG's Aging and Disability Resources Center (ADRC) is designated by the State as a regional provider for the State Health Insurance Assistance Program (SHIP). SHIP is a federally funded program to help individuals navigate the broad range of benefits options available under Medicare. Under the program, the ADRC performs extensive Medicare outreach and provides health benefits counseling and education for free to eligible seniors, with primary responsibilities for older adults residing in Arapahoe, Douglas, and Jefferson counties. In addition to these activities, federal funds received by the ADRC support Medicare enrollment assistance and advocacy services, as well as Medicare fraud education and prevention.

Funds for SHIP are derived from three separate funding streams with different annual expiration dates. Total estimated funds of approximately \$200K are anticipated over a period of 18 months ending in September 2024. Combined with state monies authorized by the Older Coloradans Act, funds from DORA will be used to support the work of four dedicated full-time staff members. The funds also pay for ongoing training and certification, educational materials and the costs to host a number of support sites during Medicare open enrollment periods. The program utilizes the help of several active volunteers.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to approve a resolution authorizing the Executive Director to accept funds from the Colorado Department of Regulatory Agencies (DORA) of approximately \$200,000 to support a State Health Insurance and Assistance Program (SHIP) for a period of approximately eighteen months through September 30, 2024.

ATTACHMENT

Draft resolution

ADDITIONAL INFORMATION

If you need additional information, please contact Douglas W. Rex, Executive Director, at (303) 480-6747 or drex@drcog.org; or Jayla Sanchez-Warren, Director, Area Agency on Aging, at (303) 480-6735 or jswarren@drcog.org.

DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

FINANCE & BUDGET COMMITTEE

RESOLUTION NO. __, 2023

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ACCEPT FUNDS FROM THE STATE OF COLORADO'S DEPARTMENT OF REGULATORY AGENCIES (DORA) OF APPROXIMATELY \$200,000 TO SUPPORT A STATE HEALTH INSURANCE AND ASSISTANCE PROGRAM (SHIP) FOR A PERIOD OF APPROXIMATELY EIGHTEEN MONTHS THROUGH SEPTEMBER 30, 2024.

WHEREAS, DRCOG is a part of an Aging and Disability Resource Center (ADRC) system in Colorado that provides a coordinated and streamlined access point to long term services and supports; and

WHEREAS, the State distributes federal SHIP funds that enable provision of health benefits assistance to Medicare-eligible patients, helping them to navigate the broad range of benefits options available under Medicare; and

WHEREAS, the DRCOG ADRC is designated by the State as a regional SHIP provider to provide Medicare outreach, education, counseling, and related support; and

WHEREAS, DRCOG's estimated funds are derived from three separate funding streams to be allocated over a period of approximately 18 months;

NOW, THEREFORE BE IT RESOLVED that the Finance and Budget Committee authorizes the Executive Director to accept funds from the Colorado Department of Regulatory Agencies (DORA) of approximately \$200,000 to support a State Health Insurance and Assistance Program (SHIP) for a period of approximately eighteen months through September 30, 2024.

RESOLVED, PASSED AND ADOPTED this ____ day of _____, 2023 at Denver, Colorado.

Colleen Whitlow, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

Douglas W. Rex, Executive Director

ATTACH D

To: Chair and Members of the Finance and Budget Committee

From: Douglas W. Rex, Executive Director
(303) 480-6701 or drex@drcog.org

Meeting Date	Agenda Category	Agenda Item #
August 16, 2023	Consent Agenda	2-iv

SUBJECT

Modifying an Intergovernmental Agreement (IGA) with CDOT for continued implementation of a National Highway Traffic Safety Administration (NHTSA) “405c” grant awarded to DRCOG.

PROPOSED ACTION/RECOMMENDATIONS

Staff recommends authorizing the Executive Director to enter into a modified Intergovernmental Agreement with CDOT not to exceed \$181,200 for the FY 2025 405c grant awarded to DRCOG by the National Highway Traffic Safety Administration.

ACTION BY OTHERS

N/A

SUMMARY

The federal [405c](#) grant program is awarded by NHTSA, and in Colorado, managed by the Statewide Traffic Records Advisory Committee ([STRAC](#)) and administered by CDOT. It is focused on all aspects of improving traffic crash records. It is part of the broader NHTSA 405 grant program, which is focused on “occupant protection, traffic safety information systems, impaired driving countermeasures, distracted driving, motorcyclist safety, graduated driver licensing laws, and non-motorized safety.”

DRCOG receives annual crash data from CDOT and processes it into a regional geocoded crash product. While DRCOG provides this regional product on the [Regional Data Catalog](#), many other jurisdictions process their own product, sometimes using a nearly identical workflow as DRCOG. Having multiple crash data sources, each with their own processing workflow and geocoding methodology, inevitably leads to discrepancies, duplication of effort, and lack of coordination.

DRCOG was first awarded an FY 2023 405c grant in April 2022, and successfully applied for a second year of grant funding for FY 2024. DRCOG’s project under this grant program is to investigate the feasibility and value of a regional crash data consortium to inventory the crash data analysis needs of the region and work to solve common issues with crash data collection, processing, and analysis.

Through the FY 2023 405c grant, DRCOG hired a crash consortium senior planner term position. This position has been performing a comprehensive needs assessment and inventory of current local government and other stakeholder crash data collection and use practices, convening multiple meetings of interested regional crash data consortium participants, and other activities to achieve the milestones specified in DRCOG’s current IGA with CDOT. The ultimate goals of the consortium are to inventory the needs of the region and work to solve common issues with data collection, processing, and analysis of crash data. DRCOG wants to offer the best crash data product possible so that the region can work together to identify unsafe roadway locations, problems can be mitigated, and the region can accelerate progress toward eliminating traffic fatalities and serious injuries.

In March 2023, STRAC approved DRCOG's 405c grant funding request for \$181,200 for FY 2024 (October 1, 2023 through September 30, 2024). This requires an amendment to the existing IGA between DRCOG and CDOT, a process which CDOT recently initiated. An important aspect of the 405c grant awards for both FY 2023 and FY 2024 is that CDOT is providing the required 20 percent non-federal match, meaning DRCOG does not need to provide any matching funds for this grant award.

PREVIOUS DISCUSSIONS/ACTIONS

[October 19, 2022](#) – Finance & Budget Committee approved entering into an Intergovernmental Agreement for the FY 2023 405c grant award.

PROPOSED MOTION

Move to adopt a resolution authorizing the Executive Director to enter into a modified Intergovernmental Agreement with CDOT in a total authorized amount not to exceed \$181,200 for the FY 2024 405c grant awarded to DRCOG by the National Highway Traffic Safety Administration.

ATTACHMENT

Draft resolution

ADDITIONAL INFORMATION

If you need additional information, please contact Douglas W. Rex, Executive Director, at (303) 480-6701 or drex@drcog.org; or Ron Papsdorf, Director, Transportation Planning and Operations, at (303) 480-6747 or rpapsdorf@drcog.org.

DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

FINANCE AND BUDGET COMMITTEE

RESOLUTION NO. _____, 2023

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A MODIFIED INTERGOVERNMENTAL AGREEMENT WITH CDOT IN A TOTAL AUTHORIZED AMOUNT NOT TO EXCEED \$181,200 FOR THE FY 2024 405c GRANT AWARDED TO DRCOG BY THE NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION.

WHEREAS, DRCOG, as the Metropolitan Planning Organization (MPO), is responsible for carrying out and maintaining the continuing comprehensive transportation planning process in the Denver Transportation Management Area; and

WHEREAS, one of DRCOG's core MPO functions is improving traffic safety collaboration and outcomes within the region; and

WHEREAS, through partnership with the National Highway Traffic Safety Administration (NHTSA), CDOT, and the Statewide Traffic Records Advisory Council (STRAC), DRCOG was awarded a NHTSA 405c traffic records improvement grant for a total of \$181,200 for FY 2023; and

WHEREAS, DRCOG applied for and was awarded a second year of 405c grant funding by NHTSA for a total of \$181,200 for FY 2024; and

WHEREAS, DRCOG has used the FY 2023 405c grant award to hire a crash consortium planner term position to inventory regional crash data analysis needs, and investigate and implement a regional crash data consortium to improve crash data accuracy, timeliness, coordination, and use outcomes; and

WHEREAS, DRCOG needs to enter into a modified Intergovernmental Agreement with CDOT as the administrator for the 405c grant award to contract for the awarded funds for FY 2024;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is authorized to enter into a modified Intergovernmental Agreement with CDOT in a total authorized amount not to exceed \$181,200 for the FY 2024 405c grant awarded to DRCOG by the National Highway Traffic Safety Administration.

RESOLVED, PASSED AND ADOPTED this _____ day of _____, 2023 at Denver, Colorado.

Colleen Whitlow, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

Doug W. Rex, Executive Director

ATTACHE

To: Chair and Members of the Finance and Budget Committee

From: Douglas W. Rex, Executive Director
303-480-6701 or drex@drcog.org

Meeting Date	Agenda Category	Agenda Item #
August 16, 2023	Consent Agenda	2-v

SUBJECT

Authorizing the Executive Director to execute a contract amendment with the Colorado Department of Transportation (CDOT) for the DRCOG Regional Traffic Operations Program intergovernmental agreement to extend the contract duration.

PROPOSED ACTION/RECOMMENDATIONS

Staff recommends authorizing the Executive Director to execute the contract amendment with CDOT to support the DRCOG Regional Traffic Operations Program.

ACTION BY OTHERS

N/A

SUMMARY

DRCOG's Regional Traffic Operations Program has been successfully assisting local governments and state agencies in implementing inter-jurisdictional traffic signal timing and coordination in the region since 1989.

On February 24, 2020, DRCOG executed a contract with CDOT for \$6,000,000 to fund the DRCOG Regional Traffic Operations Program from 2020 to 2023. The contract is set to expire December 31, 2023. There is a current balance of approximately \$2,000,000 and a portion of that will not be expended by that date. Therefore, DRCOG and CDOT propose to extend the contract end date to allow DRCOG to expend the remaining funds. CDOT's new recommended end date is December 31, 2028.

PREVIOUS DISCUSSIONS/ACTIONS

September 18, 2019 - DRCOG Finance and Budget Committee approved IGA.

PROPOSED MOTION

Move to approve a resolution authorizing the Executive Director to amend the current contract term date with the Colorado Department of Transportation to December 31, 2028, to support the DRCOG Regional Traffic Operations Program.

ATTACHMENT

Draft resolution

ADDITIONAL INFORMATION

If you need additional information, please contact Douglas W. Rex, Executive Director, at (303) 480-6701 or drex@drcog.org; or Ron Papsdorf, Transportation Planning and Operations Director, at 303-480-6747 or rpapsdorf@drcog.org; or Greg MacKinnon at 303-480-5633 or gmackinnon@drcog.org.

DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

FINANCE AND BUDGET COMMITTEE

RESOLUTION NO. _____, 2023

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AMEND THE
CURRENT CONTRACT TERM DATE WITH THE COLORADO DEPARTMENT OF
TRANSPORTATION TO DECEMBER 31, 2028, TO SUPPORT THE DRCOG REGIONAL
TRAFFIC OPERATIONS PROGRAM.

WHEREAS, the Denver Regional Council of Governments conducts a regional traffic operations program as an element of the Regional Transportation Operations and Technology Set-Aside program to assist local governments and partner agencies in improving the efficiency of traffic signals and transportation operations coordination; and

WHEREAS, the provision of such services and technical assistance leads to the efficient operation of traffic signals which assists in relieving congestion, conserving energy, and reducing air pollution; and

WHEREAS, the Denver Regional Council of Governments executed a contract with the Colorado Department of Transportation for \$6,000,000 to support these services on February 24, 2020; and

WHEREAS, the contract is set to expire December 31, 2023, and the Denver Regional Council of Governments desires extend the contract to allow it to expend the remaining obligated funds of approximately \$2,000,000.

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is authorized to amend the current contract term date with the Colorado Department of Transportation to December 31, 2028, to support the DRCOG Regional Traffic Operations Program.

RESOLVED, PASSED AND ADOPTED this ____ day of _____, 2023 at Denver, Colorado.

Colleen Whitlow, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

Douglas W. Rex, Executive Director

ATTACH F

To: Chair and Members of the Finance and Budget Committee

From: Douglas W. Rex, Executive Director
(303) 480-6701 or drex@drcoq.org

Meeting Date	Agenda Category	Agenda Item #
August 16, 2023	Action	3

SUBJECT

This action is related to amending a contract with Brite Systems to enhance the Area Agency on Aging (AAA) data system (ASPIRE) that improves data documentation and reporting as well as the staff and client user experience.

PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommend that the Finance and Budget Committee authorize the Executive Director to amend a contract with Brite Systems to add \$100,000 and extend the term by one year for enhancements.

ACTION BY OTHERS

N/A

SUMMARY

The DRCOG AAA began a project in May 2021 to investigate workflow and reporting deficiencies. Through an extensive discovery process, high-level requirements for a new data system were identified. DRCOG released an RFP in November 2021 and received five responses. Four vendors were interviewed, and their proposals were evaluated by AAA staff. Brite Systems was chosen due to their flexible and customizable solution, their ability to ensure interoperability with the State data system (SUDS), and their competitive costs.

The initial contract with Brite Systems was for \$265,000. This work took place in 2022 and ASPIRE launched on December 2, 2022. Upon receiving SB 290 grant funds to improve communication with providers of community-based services, DRCOG amended this contract to add \$200,000. This work has been taking place during the first half of 2023. To accommodate new programs and implement even more workflow efficiencies, staff are requesting to amend the contract again to add \$100,000. This funding will be used to document claims billing for Veterans Directed Care Program, enhance the functionality for scheduling shared and recurring trips, and build out the new Caregiver program. If approved, the total paid to Brite Systems in development fees will be \$565,000 over three years.

Additionally, \$140,000 has been spent on license fees paid to Brite Systems. We anticipate future annual license costs (next due in July 2024) to be approximately \$80,000.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to approve a resolution authorizing the Executive Director to amend a contract with Brite Systems for an additional \$100,000 with a term ending December 31, 2024 for enhancements.

ATTACHMENTS

Draft resolution

ADDITIONAL INFORMATION

If you need additional information, please contact Douglas W. Rex, Executive Director, at drex@drcog.org or (303) 480-6701; or Jayla Sanchez-Warren, Director, Area Agency on Aging, at (303) 480-6735 or jswarren@drcog.org.

DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

FINANCE AND BUDGET COMMITTEE

RESOLUTION NO. ____, 2023

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AMEND A CONTRACT WITH BRITE SYSTEMS FOR AN ADDITIONAL \$100,000 WITH A TERM ENDING DECEMBER 31, 2024 FOR ENHANCEMENTS.

WHEREAS, DRCOG identified the need for a new data system in 2021 and selected Brite Systems as the contractor through a competitive bid process; and

WHEREAS, Brite Systems successfully built the new data system (ASPIRE) and launched it in December 2022; and

WHEREAS, DRCOG wishes to further extend ASPIRE's functionality to support a new program and additional workflow efficiencies; and

WHEREAS, Brite Systems has previously performed at or above expectations and is currently the contractor most familiar with DRCOG's systems and needs.

NOW, THEREFORE, BE IT RESOLVED the Finance and Budget Committee hereby authorizes the Executive Director to amend a contract with Brite Systems for an additional \$100,000 with a term ending December 31, 2024 for enhancements.

RESOLVED, PASSED AND ADOPTED this ____ day of _____, 2023 at Denver, Colorado.

Colleen Whitlow, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

Douglas W. Rex, Executive Director

ATTACH G

To: Chair and Members of the Finance and Budget Committee

From: Douglas W. Rex, Executive Director
(303) 480-6701 or drex@drcog.org

Meeting Date	Agenda Category	Agenda Item #
August 16, 2023	Action	4

SUBJECT

Authorizing the Executive Director to negotiate and execute a consultant contract to support DRCOG's Climate Pollution Reduction Grant planning efforts.

PROPOSED ACTION/RECOMMENDATIONS

Staff recommends adopting a resolution authorizing the Executive Director to negotiate and execute a contract with Lotus Engineering and Sustainability to support DRCOG's Climate Pollution Reduction Grant planning efforts in the total amount not to exceed \$350,000.

ACTION BY OTHERS

N/A

SUMMARY

In June 2023, DRCOG released a Request for Proposal (RFP) to solicit services from planning and sustainability consulting firms with experience in developing climate action plans. The purpose of this RFP was to identify a firm to support DRCOG's Climate Pollution Reduction Grant planning work, specifically the greenhouse gas inventory, projections, measure evaluation, and public outreach.

DRCOG received six proposals in response to the RFP which were reviewed and evaluated by a selection panel. The panel included subject matter experts from DRCOG's Transportation Planning and Operations Division and Administration and Finance Division, as well as staff from Lakewood and Denver.

Based on the selection panel's evaluation, DRCOG staff recommend that the Finance and Budget Committee authorize the Executive Director to negotiate and execute a contract with the preferred consultant, Lotus Engineering and Sustainability. The total contract amount is not to exceed \$350,000. Federal planning funds have been awarded.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to approve a resolution authorizing the Executive Director to negotiate and execute a contract with Lotus Engineering and Sustainability in a total amount not to exceed \$350,000 for the term of September 1, 2023 through January 31, 2026 to support DRCOG's Climate Pollution Reduction Grant planning efforts.

ATTACHMENT

Draft resolution

ADDITIONAL INFORMATION

If you need additional information, please contact Douglas W. Rex, Executive Director, at (303) 480-6701 or drex@drcog.org; or Ron Papsdorf, Director, Transportation Planning and Operations, at (303) 480-6747 or rpapsdorf@drcog.org.

DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

FINANCE AND BUDGET COMMITTEE

RESOLUTION NO. _____, 2023

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A CONTRACT WITH LOTUS ENGINEERING AND SUSTAINABILITY IN A TOTAL AMOUNT NOT TO EXCEED \$350,000 FOR THE TERM OF SEPTEMBER 1, 2023 THROUGH JANUARY 31, 2026 TO SUPPORT DRCOG'S CLIMATE POLLUTION REDUCTION GRANT PLANNING EFFORTS.

WHEREAS, the Denver Regional Council of Governments' Metro Vision Plan includes an objective to improve air quality and reduce greenhouse gas; and

WHEREAS, the US Environmental Protection Agency is providing a \$1,000,000 planning grant to the Denver-Aurora-Lakewood Metropolitan Statistical Area through the Climate Pollution Reduction Grant program; and

WHEREAS, the DRCOG Board of Directors adopted a resolution authorizing the Executive Director to submit a Notice of Intent to Participate to the Environmental Protection Agency designating the Denver Regional Council of Governments as the lead agency and grant recipient for the Denver-Aurora Lakewood metropolitan statistical area climate pollution reduction grant; and

WHEREAS, DRCOG conducted a competitive bidding process and a selection committee of staff from DRCOG, Denver, and Lakewood determined that Lotus Engineering and Sustainability had the best proposal; and

WHEREAS, the selected consultant has demonstrated qualifications and experience in developing climate action plans; and

WHEREAS, DRCOG has budgeted \$350,000 from the \$1,000,000 Climate Pollution Planning Grant from September 1, 2023 through January 31, 2026 for consulting services;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is authorized to negotiate and execute a contract with Lotus Engineering and Sustainability in a total amount not to exceed \$350,000 for the term of September 1, 2023 through January 31, 2026 to support DRCOG's Climate Pollution Reduction Grant planning efforts.

RESOLVED, PASSED AND ADOPTED this _____ day of _____, 2023 at Denver, Colorado.

Colleen Whitlow, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

Douglas W. Rex, Executive Director

ATTACH H

To: Chair and Members of the Finance and Budget Committee

From: Douglas W. Rex, Executive Director
303-480-6701 or drex@drcog.org

Meeting Date	Agenda Category	Agenda Item #
August 16, 2023	Action	5

SUBJECT

DRCOG contract with the Colorado Department of Transportation (CDOT) to fund the objectives, activities, and tasks outlined in the *FY 2024 and FY2025 Unified Planning Work Program (UPWP)*.

PROPOSED ACTION/RECOMMENDATIONS

Staff recommends authorizing the Executive Director to negotiate and execute a contract with CDOT for federal planning funds.

ACTION BY OTHERS

N/A

SUMMARY

The FY 2024 and FY 2025 UPWP is anticipated to be adopted by the Board of Directors on August 16, and outlines activities to be conducted by the metropolitan planning organization from October 1, 2023, through September 30, 2025.

The UPWP includes estimated federal transportation planning funds available through the Colorado Department of Transportation (CDOT), in-kind expenditures from the Regional Transportation District (RTD), and the cash match required from DRCOG as shown below:

Funding Source	Estimated Federal Fiscal Year 2024 Amount	Estimated Federal Fiscal Year 2025 Amount
Federal Transportation Planning Funds	\$6,131,562	\$6,240,818
Regional Transportation District (In-Kind)	\$955,951	\$972,984
Denver Regional Council of Governments	\$318,650	\$324,328
Total	\$7,406,163	\$7,538,130

The Finance and Budget Committee action authorizes DRCOG to contract for these planning funds.

PREVIOUS DISCUSSIONS/ACTIONS

Each contract for federal planning funds is issued in a two-year planning cycle, typically when a new UPWP is adopted. The current contract was issued for FY 2022 and FY 2023 and expires at the end of December 2023. A new contract for FY 2024 and FY 2025 is expected in early September.

PROPOSED MOTION

Move to approve a resolution authorizing the Executive Director to negotiate and execute a contract with the Colorado Department of Transportation for Consolidated Planning Grant funding estimated at approximately \$14,944,293 in support of the FY 2024 and FY 2025 Unified Planning Work Program.

ATTACHMENTS

1. Draft resolution
2. [FY 2024-2025 Unified Planning Work Program](#)

ADDITIONAL INFORMATION

If you need additional information, please contact Douglas W. Rex, Executive Director, at (303) 480-6701 or drex@drcog.org; or Ron Papsdorf, Transportation Planning and Operations Director, at 303-480-6747 or rpapsdorf@drcog.org; or Todd Cottrell, Manager, Project and Programming Delivery, at 303-480-6737 or tcottrell@drcog.org.

DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

FINANCE AND BUDGET COMMITTEE

RESOLUTION NO. _____, 2023

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE
A CONTRACT WITH THE COLORADO DEPARTMENT OF TRANSPORTATION FOR
CONSOLIDATED PLANNING GRANT FUNDING ESTIMATED AT APPROXIMATELY
\$14,944,293 IN SUPPORT OF THE FY 2024 AND FY 2025 UNIFIED PLANNING WORK
PROGRAM.

WHEREAS, the Denver Regional Council of Governments, as the Metropolitan Planning Organization, is responsible for carrying out and maintaining the continuing comprehensive transportation planning process in the Denver Transportation Management Area; and

WHEREAS, on August 16, 2023, the Board of Directors anticipates adopting the *FY 2024 and FY 2025 Unified Planning Work Program* that describes the regional transportation planning activities to be carried out by the Denver Regional Council of Governments for the next two fiscal years; and

WHEREAS, the Colorado Department of Transportation has indicated that new estimated federal fiscal year 2024 funds in the amount of \$6,131,562 federal and fiscal 2025 funds in the amount of \$6,240,818 federal are available to support funding of the *FY 2024 and FY 2025 Unified Planning Work Program*; and

WHEREAS, the Denver Regional Council of Governments will provide cash for 25 percent of the matching needs and use RTD in-kind expenses for the other 75 percent of the match for each fiscal year; and

WHEREAS, the Denver Regional Council of Governments cash match is estimated at \$318,650 for fiscal 2024 and \$324,328 for fiscal year 2025.

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is authorized to negotiate and execute a contract with the Colorado Department of Transportation for Consolidated Planning Grant funding estimated at approximately \$14,944,293 in support of the FY 2024 and FY 2025 Unified Planning Work Program.

RESOLVED, PASSED AND ADOPTED this _____ day of _____, 2023 at Denver, Colorado.

Colleen Whitlow, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

Douglas W. Rex, Executive Director

ATTACH I

To: Chair and Members of the Finance and Budget Committee

From: Douglas W. Rex, Executive Director
303-480-6701 or drex@drcog.org

Meeting Date	Agenda Category	Agenda Item #
August 16, 2023	Action	6

SUBJECT

This action authorizes the DRCOG Executive Director to negotiate a contract with Right Click Solutions, dba Ride Amigos, to provide a trip-planning/tracking/ride-matching/campaign-management online platform to support the regionwide transportation demand management (TDM) efforts of the Way to Go program.

PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommends authorizing the Executive Director to negotiate and execute a contract with Right Click Solutions.

ACTION BY OTHERS

N/A

SUMMARY

As part of a Memorandum of Understanding (MOU) with eight transportation management associations (TMAs), DRCOG is responsible for providing the foundational platform to facilitate trip planning and tracking, ride-matching, and campaign management for the Way to Go program.

Funding for this platform is available from Congestion Mitigation and Air Quality federal grants as a Transportation Improvement Program set-aside, and is included in the adopted FY2023-2024 budget.

A request for proposals was issued on May 30, 2023 and five firms responded. An evaluation team comprised of DRCOG staff reviewed the firms' proposals and conducted interviews with the top four respondents, and then scored and ranked each before agreeing unanimously to recommend Right Click Solutions d.b.a. Ride Amigos.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to approve a resolution authorizing the Executive Director to negotiate and execute a contract with Right Click Solutions to provide an online platform for the Way to Go program, in an amount not to exceed \$104,000 for a term ending September 1, 2024 with the option to renew for two additional one year terms upon satisfactory performance.

ATTACHMENT

Draft resolution

ADDITIONAL INFORMATION

If you need additional information, please contact Douglas W. Rex, Executive Director, at 303-480-6701 or drex@drcog.org; or Steve Erickson, Communications and Marketing Director, at 303-480-6716 or serickson@drcog.org.

DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

FINANCE & BUDGET COMMITTEE

RESOLUTION NO. _____, 2023

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A CONTRACT WITH RIGHT CLICK SOLUTIONS TO PROVIDE A SOFTWARE PLATFORM FOR THE WAY TO GO PROGRAM IN AN AMOUNT NOT TO EXCEED \$104,000 FOR A ONE YEAR TERM ENDING SEPTEMBER 1, 2024 WITH THE OPTION TO RENEW FOR TWO ADDITIONAL ONE YEAR TERMS UPON SATISFACTORY PERFORMANCE.

WHEREAS, DRCOG signed a Memorandum of Understanding (MOU) with eight transportation management associations (TMAs) for the purpose of carrying out a comprehensive and coordinated program to mitigate traffic congestion and poor air quality by reducing vehicle trips and vehicle miles of travel via a regional transportation demand management (TDM) program, branded as Way to Go; and

WHEREAS, as part of the MOU, DRCOG is responsible for hosting an online platform to facilitate trip planning and tracking, ridematching and managing campaigns and challenges, and acting as a hub for employer outreach; and

WHEREAS, funding for the services of the advertising agency is available from \$2.2 million per year in Congestion Mitigation and Air Quality grant funding and included in the fiscal year 2022-2023 budget; and

WHEREAS, a Request for Proposals for professional advertising services was issued on May 30, 2023, and 5 firms responded; and

WHEREAS, an evaluation team comprised of DRCOG staff reviewed the proposals and conducted interviews; and

WHEREAS, the evaluation team recommends selection of Right Click Solutions, d.b.a. Ride Amigos to provide this online software platform

NOW, THEREFORE, BE IT RESOLVED that the Finance & Budget Committee authorizes the Executive Director to negotiate and execute a contract with Right Click Solutions to provide an online platform for the Way to Go program, in an amount not to exceed \$104,000 for a term ending September 1, 2024 with the option to renew for two additional one year terms upon satisfactory performance.

RESOLVED, PASSED AND ADOPTED this ____ day of _____, 2022 at Denver, Colorado.

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A CONTRACT WITH RIGHT CLICK SOLUTIONS TO PROVIDE A SOFTWARE PLATFORM FOR THE WAY TO GO PROGRAM IN AN AMOUNT NOT TO EXCEED \$104,000 FOR A ONE YEAR TERM ENDING SEPTEMBER 1, 2024 WITH THE OPTION TO RENEW FOR TWO ADDITIONAL ONE YEAR TERMS UPON SATISFACTORY PERFORMANCE.

Resolution No. _____, 2023

Page 2

Colleen Whitlow, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

Douglas W. Rex, Executive Director