

AGENDA
FINANCE AND BUDGET COMMITTEE
WEDNESDAY, July 19, 2023
5:30 p.m. – 6:00 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 June 21, 2023 summary
(Attachment A)

ACTION ITEMS

3. 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.
(Attachment B) Ron Papsdorf, Director, Transportation Planning and Operations
4. 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.
(Attachment C) Jenny Dock, Director, Administration and Finance
5. 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.
(Attachment D) Jenny Dock, Director, Administration and Finance

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.



INFORMATIONAL ITEM

6. Funding to support the development of a Regional Housing Assessment
(Attachment E) Sheila Lynch, Division Director, Regional Planning and Development

ADMINISTRATIVE ITEMS

7. Other Matters by Members
8. **Next Meeting – August 16, 2023**
9. Adjourn

ATTACH A

SUMMARY
SPECIAL FINANCE AND BUDGET COMMITTEE MEETING
Wednesday, June 21, 2023

Present:

Colleen Whitlow, Chair	Mead
Claire Levy	Boulder County
Nicholas Williams	Denver City & County
Deborah Mulvey	Castle Pines
Steve Conklin, Ex-Officio	Edgewater
Paul Haseman	Golden
Neal Shah	Superior
Jessica Sandgren	Thornton

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

Chair Whitlow called the meeting to order at 5:52 p.m. with a quorum present.

Move to Adopt the Consent Agenda

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

Items on the consent agenda included:

- Summary of the May 17, 2023 Meeting

Discussion of a resolution authorizing the Executive Director to extend project completion date for contract number EX 22053 with Gravity Works to December 31, 2023 for the redesign and development of DRCOG's websites.

Steve Erickson provided a brief explanation of the contract extension to the members. DRCOG's web presence includes a main site, along with secondary sites which support internal programs. DRCOG last undertook a major website refresh more than seven years ago, and Finance and Budget Committee approved negotiating a contract with Gravity Works to redevelop and redesign all web properties on August 17 of last year. The contract called for all work to be completed by June 30, but due to extensive stakeholder engagement and minor delays in foundational tasks, it is now estimated that the project will be completed sometime in October, and no later than December 31, 2023. This request does not seek any increase in funding and is included in our approved budget.

Director Haseman **moved** to adopt Resolution No. 24, 2023, authorizing the Executive Director to extend project completion date for contract number EX 22053 with Gravity Works to December 31, 2023 for the redesign and development of DRCOG's websites. The motion was **seconded** and **passed** unanimously.

Update to project funding for Human Services Transportation TIP Set-aside and Federal Transit Administration Section 5310 funding.

Travis Noon provided an update on the project funding to the directors. As part of the 2024-2027 TIP, DRCOG's Board of Directors set aside \$8 million over the four-year period for human services transportation. With the 2020-2023 TIP, DRCOG was able to sign an MOU with RTD and CDOT to "swap" this CMAQ funding for State FASTER funding. DRCOG was notified by RTD at the end of May that this swap would not be possible for this upcoming year. Because DRCOG is unable to make the swap with RTD, and the notice came after the awards were decided from a combined call for projects, there was a need to adjust the projects to comply with the different funding stream requirements.

DRCOG staff were able to find an option in the TIP to adjust up to \$800,000 of the HST for fiscal year 2024 to be Multimodal Transportation and Mitigation Options Fund (MMOF) money instead of CMAQ. The remainder of the HST for fiscal year 2024 will be CMAQ funding. To ensure that the funds are awarded in compliance with the various regulations, the awarded vehicle purchases under the FTA 5310 program will be moved to be funded from the HST. CMAQ money is unable to fund ongoing operations in a large urban area for longer than three years, so projects that have to do with operations that were intended to be funded by the HST are no longer eligible. Under the original planned HST projects, DRCOG's internal transportation voucher program was recommended for funding. This internal program will be partially moved to be funded under FTA 5310.

In the past the HST was administered by DRCOG, but now that the HST will no longer be completely state funding, staff does not know what this will look like for next year. DRCOG staff will need to work with CDOT to figure out the logistics here and will keep directors informed as to whether DRCOG will receive the HST money, or if CDOT will be administering these projects this year.

Other Matters by Members

Director Sandgren wanted to share feedback that she had received regarding HopSkipDrive and Uber. She was informed that while users like HopSkipDrive, Uber is now the preferred provider due to their flexibility and availability.

Next Meeting

The next meeting is scheduled for July 19, 2023.

The meeting adjourned at 6:02 p.m.

ATTACH B

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 #
July 19, 2023	Action	3

SUBJECT

Authorizing the Executive Director to negotiate and execute an agreement to implement a regional shared mobility data platform.

PROPOSED ACTION/RECOMMENDATIONS

Staff recommends adopting a resolution authorizing the Executive Director to negotiate and execute an agreement with Knock Software dba Ride Report to implement a regional shared mobility data platform.

ACTION BY OTHERS

N/A

SUMMARY

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; four vendors were selected to move forward to demonstrate their products and interview. The evaluation panel included DRCOG, CDOT and RTD staff and local government staff from the City and County of Denver, City of Boulder, City of Thornton, and City of Arvada, all of whom manage local shared mobility programs. At the second and final meeting of the evaluation panel on June 14, 2023, the panel unanimously recommended moving forward with the top-scoring vendor 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 and the existing partner agency cost-sharing approach will continue as it has over the last several years of the program.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to approve 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.

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 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.

WHEREAS, DRCOG, 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, DRCOG has a task in its FY 2022-2023 Unified Planning Work Program and draft FY 2024-2025 Unified Planning Work Program to provide a shared mobility data platform for itself and regional partners for which DRCOG intends to hire a vendor to provide the service; and

WHEREAS, DRCOG conducted an open and competitive Request for Proposals (RFP) process to solicit proposals from qualified companies experienced in developing mobility data tools and software and received five proposals; and

WHEREAS, an evaluation panel made up of DRCOG, CDOT, RTD and local government staff reviewed four qualifying proposals and unanimously recommended selecting Knock Software dba Ride Report, who were the top-scoring vendor; and

WHEREAS, the selected vendor has demonstrated qualifications and experience in developing shared mobility data platform tools and services and has extensive knowledge of best practices pertaining to shared mobility and mobility data; and

WHEREAS, DRCOG has budgeted \$75,000 in fiscal year 2024 for the regional shared mobility data platform;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is authorized 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.

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

ATTACH C

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 #
July 19, 2023	Action	4

SUBJECT

This action is related to the receipt of funding from the Colorado Department of Health Care Policy and Financing (HCPF) to support DRCOG's Community Options Program for transition-related referrals and options counseling.

PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommends approval to accept funding from HCPF of \$279,347 for the period of July 1, 2023 to June 30, 2024 to support the Community Options Program.

ACTION BY OTHERS

N/A

SUMMARY

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. In addition to providing options counseling services, staff perform other duties such as establishing community partnerships, developing local resources, conducting outreach and education, and making referrals for transition coordination. 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 was executed in 2019 and 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.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to approve 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.

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 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.

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, in 2019 DRCOG entered into an intergovernmental agreement with the Colorado Department of Health Care Policy and Financing (HCPF) outlining the ADRC's responsibilities in providing options counseling and transitions-related referrals to residents of long-term care facilities who desire to transition out of those facilities; and

WHEREAS, HCPF recently issued an option letter to DRCOG to extend the contract for a fifth year at level funding;

NOW, THEREFORE, BE IT RESOLVED, that the Finance and Budget Committee authorizes 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.

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
303-480-6747 or drex@drcog.org

Meeting Date	Agenda Category	Agenda Item #
July 19, 2023	Action	5

SUBJECT

This action is related to the receipt of grant funds issued by the Colorado Department of Human Services (CDHS), through the Colorado Refugee Services Program (CRSP), for DRCOG's Older Adult Refugees and Friends program.

PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommends that the Finance and Budget Committee authorize the Executive Director to accept grant funds from CRSP of approximately \$196,000 for the Older Adult Refugees and Friends program for the period of October 1, 2023 to September 30, 2024.

ACTION BY OTHERS

N/A

SUMMARY

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.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to approve 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.

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 EXECUTE A CONTRACT WITH THE COLORADO REFUGEE SERVICES PROGRAM OF APPROXIMATELY \$196,000 FOR THE TERM OCTOBER 1, 2023 THROUGH SEPTEMBER 30, 2024 IN SUPPORT OF DRCOG'S OLDER ADULT REFUGEES AND FRIENDS PROGRAM.

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) for the eight-county metro region; and

WHEREAS, the AAA receives federal funds through the Colorado Department of Human Services' Colorado Refugee Services Program (CRSP) for its Older Adult Refugees and Friends program to provide education and assistance to refugees and immigrants age 60 years and older; and

WHEREAS, the AAA anticipates a contract from CRSP that extends funding for another year to include approximately \$55,000 specially earmarked for outreach and services to older adult arrivals from Afghanistan, for a total contract amount of approximately \$196,000;

NOW, THEREFORE, BE IT RESOLVED, that the Finance and Budget Committee authorizes 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.

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

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 #
July 19, 2023	Informational Item	6

SUBJECT

Pursue funding through the State of Colorado's Energy and Mineral Impact Assistance Fund to support the development of a Regional Housing Assessment

PROPOSED ACTION/RECOMMENDATIONS

N/A

ACTION BY OTHERS

N/A

SUMMARY

Background

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 Unified Planning Work Program (UPWP) at their Board meeting on July 19, 2023. The UPWP is a two-year statement of work identifying planning priorities and activities. 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. The EIAF purpose is to assist political subdivisions that are socially and/or economically impacted by the development, processing, or energy conversion of minerals and mineral fuels. 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.

PREVIOUS DISCUSSIONS/ACTIONS

[June 7, 2023](#) - DRCOG Board Work Session

PROPOSED MOTION

N/A

ATTACHMENT

N/A

ADDITIONAL INFORMATION

If you need additional information please contact Douglas W. Rex, Executive Director, at (303) 480-6701 or drex@drcog.org; or Sheila Lynch, Division Director, Regional Planning and Development at (303) 480-6839 or slynch@drcog.org.