

Finance and Budget Committee Meeting Summary

Wednesday, December 18, 2024

Meeting was held via Microsoft Teams, with no in-person option to attend.

Members Present

Rich Kondo, Chair	City of Northglenn
Jeff Baker	Arapahoe County
Claire Levy	Boulder County
Adam Paul	City and County of Denver
Angela Lawson	Aurora
Sharon Davis, Alternate	Arvada
Stephen Barr	Littleton

Others Present: Douglas W. Rex, Executive Director; Alli Ventre, CliftonLarsonAllen; and DRCOG staff.

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

Move to approve consent agenda

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

Items on the consent agenda included:

- Summary of the November 20, 2024 special meeting
- Resolution authorizing the Executive Director to accept a new term period of September 1, 2024, to August 31, 2025 for \$135,000 in funds from the Colorado Disability Funding Committees Disability Benefit Application Assistance grant.

Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with Mead & Hunt for the 92nd Avenue Corridor Study in an amount not to exceed \$200,000 and a term of 14 months from the date of contract execution.

Jacob Riger provided a brief overview of the contract to the members. In October 2024, DRCOG released a Request for Proposals (RFP) to identify a firm to lead the planning and analysis work for the 92nd Avenue Corridor Study. Staff received three proposals in response to the RFP that were reviewed and evaluated by a selection panel. Based on the selection panel's evaluation, staff is recommending the preferred consultant, Mead & Hunt. The contract for this study will be funded through the fiscal year 2024-2027 Transportation Improvement Program community-based transportation planning set aside program.

Director Barr **moved** to approve **Resolution Number 49, 2024**, authorizing the Executive Director to negotiate and execute a contract with Mead & Hunt for the 92nd Avenue Corridor study in an amount not to exceed \$200,000 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 modify the existing contract for on-call grant writing services to extend the contract term to December 31, 2025 and the authorized budget to \$150,000.

Jacob Riger provided an overview of the modifications to the Directors. In 2023, DRCOG entered into an on-call, task order-based contract with HDR for the consulting firm to support DRCOG in applying for federal grants, particularly discretionary grants under the Bipartisan Infrastructure Law (BIL). The original contract has a budget of \$125,000 and a term that will end on December 31, 2024. With the BIL authorized through September 30, 2026 and grant opportunities expected to continue, DRCOG seeks to extend the contract term with HDR one additional year, and increase the budget by \$25,000. Additional budget is available through DRCOG's Fiscal Year 2024 and 2025 Unified Planning Work Program. Of the original \$125,000 budget, approximately \$21,000 remains, comprised of both unallocated funds from the master contract and unspent funds from three of the four task orders. With an increase of \$25,000 in budget authority, that would provide about \$46,000 for additional work under the contract in 2025.

Director Levy **moved** to approve **Resolution Number 50, 2024**, authorizing the Executive Director to modify the existing contract for on-call grant writing services to extend the contract term to December 31, 2025 and the authorized budget to \$150,000. The motion was **seconded** and **passed** unanimously.

Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with HDR for the Pecos Corridor Study in an amount not to exceed \$440,000 and a term of 14 months from the date of contract execution.

Jacob Riger provided a summary of the contract to the directors. In October 2024, DRCOG released a Request for Proposals (RFP) to identify a firm to lead the planning and analysis work for the Pecos Corridor Study. Staff received six proposals in response to the RFP that were reviewed and evaluated by a selection panel. Based on the selection panel's evaluation, staff is recommending the preferred consultant, HDR. The contract for this study will be funded through the fiscal year 2024-2027 Transportation Improvement Program community-based transportation planning set aside program.

Director Barr **moved** to approve **Resolution Number 51, 2024**, authorizing the Executive Director to negotiate and execute a contract with HDR for the Pecos Corridor study in an amount not to exceed \$440,000 and a term of 14 months from the date of contract execution. The motion was **seconded** and **passed** unanimously.

Presentation of the DRCOG Fiscal Year 2023/2024 Audit.

Executive Director Rex introduced Alli Ventre of CliftonLarsonAllen to provide a summary of the audit to the members. The financial statement audit and federal awards audit both received an unmodified opinion, the most favorable outcome, with no material weaknesses or significant deficiencies found.

Report of the Chair

Chair Kondo wanted to remind directors that are interested in serving on the Executive Committee need to submit their statements of interest by December 20.

Report of the Executive Director

There was no report

Next meeting – January 15, 2025

Other matters by members

There were no other matters by members.

Adjourn

The meeting adjourned at approximately 5:54 p.m.