

AGENDA
FINANCE AND BUDGET COMMITTEE
WEDNESDAY, JUNE 17, 2020
5:30 – 6:15 p.m.
VIDEO/WEB CONFERENCE
Denver, CO

1. Call to Order

CONSENT AGENDA

2. Move to Adopt the Consent Agenda
 - Approve May 20, 2020 minutes
(Attachment A)

ACTION ITEMS

3. Discussion of a resolution authorizing the Executive Director to negotiate and execute revenue contracts with the Colorado Department of Transportation (CDOT) to carry out the DRCOG Way to Go Regional Transportation Demand Management (TDM) Program's FY 2020 and FY 2021 activities.
(Attachment B) Steve Erickson, Director, Communications and Marketing
4. Discussion of a resolution authorizing the Executive Director to issue contracts with service providers in the amount of \$450,000 for the AAA transportation voucher program and \$400,000 for the AAA in-home voucher program for the period of July 1, 2020 through June 30, 2021.
(Attachment C) Jayla Sanchez-Warren, Director, Area Agency on Aging
5. Discussion of a resolution authorizing the Executive Director to reassign Human Service Transportation set-aside grant agreements with Seniors' Resource Center to Via Mobility Services.
(Attachment D) Ron Papsdorf, Director, Transportation Planning and Operations
6. Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with Via Mobility Services for up to \$1,200,000 for the period of July 1, 2020 through December 31, 2020.
(Attachment E) Ron Papsdorf, Director, Transportation Planning and Operations

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.



7. Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with the Toole Design Group, LLC in an amount not to exceed \$150,000 to develop a regional Complete Streets Toolkit.
(Attachment F) Ron Papsdorf, Director, Transportation Planning and Operations
8. Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with the Regional Transportation District (RTD) to reimburse RTD for certain Reimagine RTD tasks in the Unified Planning Work Program (UPWP) using Consolidated Planning Grant funds of \$144,883.
(Attachment G) Ron Papsdorf, Director, Transportation Planning and Operations

ADMINISTRATIVE ITEMS

9. Executed Contracts Report – no contracts to report for May 2020
10. Report of the Chair
11. Report of the Executive Director
12. Other Matters by Members
13. **Next Meeting – July 15, 2020**
14. Adjourn

ATTACH A

SUMMARY
FINANCE AND BUDGET COMMITTEE
Wednesday, May 20, 2020
Note: Meeting held virtually via GoToWebinar

Present:

| | |
|----------------------|------------------|
| Steve Conklin, Chair | Edgewater |
| Jeff Baker | Arapahoe County |
| Nicholas Williams | Denver County |
| Roger Partridge | Douglas County |
| Jim Dale | Golden |
| Libby Szabo | Jefferson County |
| Larry Strock | Lochbuie |
| Wynne Shaw | Lone Tree |
| Joan Peck | Longmont |
| Sandie Hammerly | Superior |
| Jessica Sandgren | Thornton |

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

Chair Conklin called the meeting to order at 5:33 p.m. with a quorum present.

Move to Adopt the Consent Agenda

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

Items on the consent agenda included:

- Minutes of the April 15, 2020 Meeting

Discussion of a resolution authorizing the Executive Director to enter into a contract amendment with Transit Plus, Inc. to provide additional consulting services for the Ride Alliance Program

Heather Kamper, Manager, Area Agency on Aging, provided an overview of the contract amendment to the committee. DRCOG's Ride Alliance program is a transportation coordination effort between transportation providers and human services agencies in the region. The primary goal of the Ride Alliance program is to allow a provider of demand-responsive transportation to forward ride requests it cannot fulfill to another provider who can fulfill the request. The mechanism to exchange these trips amongst providers is through a Trip Exchange called the "Hub". Consumers needing rides can put their trip requests into the Hub by contacting DRCOG directly or through one of DRCOG's online portals. The Ride Alliance pilot is anticipated to operate from July 2020 – November 2020. Pilot participants will operate in this pilot phase using a business rules framework that has already been developed.

Director Peck **moved** to adopt Resolution No. 4, 2020, authorizing the Executive Director to amend a contract with Transit Plus, Inc. for the Ride Alliance program in an amount not to exceed \$82,000 with a term ending December 31, 2020. The motion was **seconded** and **passed** unanimously.

Discussion of a resolution authorizing the Executive Director to approve the COVID-19 Funds Distribution Plan and execute contracts to receive such funding in the amount of approximately \$6,7000,000.

Sharon Day, Program Manager, Administration and Finance, explained the plan to the committee. The DRCOG AAA is responding to the current COVID-19 crisis by adapting services to address the evolving and increased needs of older adults while also ensuring continuity of other services to the extent possible. Services have been funded from Title III federal Older Americans Act and State Funding for Senior Services. In addition to these funds, DRCOG is allocated approximately \$6.7 million of emergency relief funds from two COVID-19 federal stimulus packages, the Family First Coronavirus Response Act (FFCRA) and the COVID Aid, Relief and Economic Security (CARES) Act.

Director Baker **moved** to adopt Resolution No. 5, 2020, authorizing the Executive Director to approve the COVID-19 funds distribution plan and execute contracts to receive these funds in the amount of approximately \$6,700,000. The motion was **seconded** and **passed** unanimously.

Discussion of a resolution authorizing the Executive Director to extend current AAA provider contracts for two months and allocate additional federal funds in the amount of approximately \$1,818,000 to continue services through August 31, 2020.

Sharon Day, Program Manager, Administration and Finance, gave an overview of extension plans to the committee. DRCOG contracts with the Colorado Department of Human Services State Unit on Aging (SUA) to administer Older Americans Act programs to older adults and their caregivers in the region. During the current outbreak of the COVID-19 disease, the State was allocated a significant amount of federal emergency relief funding to help address the needs of older adults through community-based services. At the same time, the State legislature had deferred convening to pass the State Long Bill budget for the next state fiscal year that begins July 1, 2020. The variety of new federal funding and uncertainty of state funding prompted the SUA to defer the start of new contracts with the AAAs by two months so that the next grant year commences September 1, 2020. It will enable AAAs to roll forward their federal funding for two months during the meantime.

Director Partridge **moved** to adopt Resolution No. 6, 2020, authorizing the Executive Director to extend AAA provider contracts for two months and allocate additional federal funds to contractors in the amount of approximately \$2,200,000 to continue services through August 31, 2020. The motion was **seconded** and **passed** unanimously.

Discussion of a resolution authorizing the Executive Director to accept federal funds of up to \$220,000 that support the COVID-19 pandemic response of the ADRC for the period of May 1, 2020 through April 31, 2021.

Sharon Day, Program Manager, Administration and Finance, gave an overview of how these funds would be used to the committee. The ADRCs provide streamline 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. Services include information and referrals, options counseling and assistance, and hospital transitions support. ADRCs serves adults 60 years of age and older, adults with a need for LTSS, their caregivers, and veterans of any age. In response to the current COVID-19 pandemic, the State Unit on Aging of the Colorado Department of Human Services applied for and was recently awarded a federal grant of approximately \$712,000 that provides COVID-19 critical relief funds specifically designated for ADRCs.

Director Sandgren **moved** to adopt Resolution No. 7, 2020, authorizing the Executive Director to accept federal funds of up to \$220,000 that support the COVID-19 pandemic response of the ADRC for the period of May 1, 2020 through April 30, 2021. The motion was **seconded** and **passed** unanimously.

Discussion regarding the status of regional data acquisition projects DRCOG facilitates on behalf of local governments and other partners.

Ashley Summers, Manager, Regional Planning and Development, provided the status update to the committee. In November 2019, the Finance and Budget committee authorized the Executive Director to negotiate and execute a contract with The Sanborn Map Company (Sanborn) for imagery acquisition and the U.S. Geological Survey (USGS) for lidar data acquisition and to collect payment from all participating parties for the products and services purchased. The 2020 imagery and lidar projects are currently underway. The process to collect imagery is wrapping up as of May 8, approximately three weeks behind schedule. In 2021, the imagery and lidar data will be used as inputs to develop additional data sets for partners, including planimetric features and landcover. Assuming sufficient commitments are in place to proceed with the projects as planned, the Finance and Budget committee will consider a request to execute a contract in the fall of 2020.

Executed Contracts

There were no reported contracts for April 2020

Report of Chair

Chair Conklin wanted to personally thank the entire AAA staff for all of their hard work and dedication to taking care of our senior population.

Report of the Executive Director

Executive Director Rex wanted to echo what Chair Conklin stated the AAA staff for all that they do for DRCOG.

Other Matters by Members

No other matters were discussed.

Next Meeting

The next meeting is scheduled for June 17, 2020

The meeting adjourned at 6:05 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@drco.org

| Meeting Date | Agenda Category | Agenda Item # |
|---------------|-----------------|---------------|
| June 17, 2020 | Action | 3 |

SUBJECT

This action is related to negotiating and executing revenue contracts with the Colorado Department of Transportation (CDOT) to carry out the DRCOG Way to Go Regional Transportation Demand Management (TDM) Program's FY 2020 and FY 2021 activities.

PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommends authorizing the Executive Director to negotiate and execute contracts with the Colorado Department of Transportation (CDOT) to carry out FY2020 and FY2021 Regional TDM Program activities.

ACTION BY OTHERS

N/A

SUMMARY

The 2020-2023 Transportation Improvement Program (TIP), as adopted by DRCOG's Board of Directors, has programmed \$4.4 million of Congestion Mitigation/Air Quality (CMAQ) funds over a period of two years (FY2020 and 2021) to the DRCOG Regional TDM Program (branded as Way to Go) under TIP ID# 2012-064.

It is necessary to contract with CDOT to receive these funds. Activities conducted by Way to Go and the TDM partnership include Schoolpool, carpool and vanpool matching, commute trip planning, Bike to Work Day, employer outreach, advertising and promotions, and employer telework support.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to adopt a resolution authorizing the Executive Director to negotiate and execute contracts with the Colorado Department of Transportation (CDOT) to carry out FY2020 and FY2021 Regional TDM Program activities as identified in the adopted 2020-2023 Transportation Improvement Program in an amount not to exceed \$4.4 million.

ATTACHMENT

Draft resolution

ADDITIONAL INFORMATION

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

DENVER REGIONAL COUNCIL OF GOVERNMENTS

STATE OF COLORADO

FINANCE AND BUDGET COMMITTEE

RESOLUTION NO. _____, 2020

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE CONTRACTS WITH THE COLORADO DEPARTMENT OF TRANSPORTATION (CDOT) TO CARRY OUT FY2020 AND FY2021 REGIONAL TDM PROGRAM ACTIVITIES AS IDENTIFIED IN THE ADOPTED 2020-2023 TRANSPORTATION IMPROVEMENT PROGRAM IN AN AMOUNT NOT TO EXCEED \$4.4 MILLION.

WHEREAS, the 2020-2023 Transportation Improvement Program (TIP), as adopted by DRCOG's Board of Directors, has programmed \$4.4 million of Congestion Mitigation/Air Quality (CMAQ) funds over a period of two years to the DRCOG Regional TDM Program (branded as Way to Go) under TIP ID# 2012-064; and

WHEREAS, CMAQ funds programmed in 2020 will cover DRCOG's Regional TDM Program activities in FY 2020 and FY 2021; and

WHEREAS, funds allocated under TIP ID#2012-064 are intended to provide a variety of TDM services, including Schoolpool, carpool and vanpool matching, commute trip planning, Bike to Work Day, employer outreach, advertising and promotions, and employer telework support; and

WHEREAS, it is necessary to contract with CDOT to receive these funds.

NOW, THEREFORE, BE IT RESOLVED that the Finance and Budget Committee authorizes the Executive Director to negotiate and execute contracts with the Colorado Department of Transportation (CDOT) to carry out FY2020 and FY2021 Regional TDM Program activities as identified in the adopted 2020-2023 Transportation Improvement Program, in an amount not to exceed \$4.4 million.

RESOLVED, PASSED AND ADOPTED this _____ day of _____, 2020 at Denver, Colorado.

Steve Conklin, 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 & Budget Committee

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

| Meeting Date | Agenda Category | Agenda Item # |
|---------------|-----------------|---------------|
| June 17, 2020 | Action | 4 |

SUBJECT

This item is regarding proposed contractors for AAA voucher services in state fiscal year 2021 (SFY21).

PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommends approval of providers for transportation and in-home care services under the AAA voucher program in SFY21.

ACTION BY OTHERS

June 10, 2020 – ACA Funding Subcommittee recommended approval.

June 12, 2020 – Advisory Committee on Aging will make a recommendation

SUMMARY

As a way to expand the services of the AAA, DRCOG established a pilot voucher program in 2019 starting with transportation services. The program has enabled DRCOG to offer more service choices for trip requests that come through the information and assistance phone line of DRCOG's Aging and Disability Resource Center (ADRC). Prior to the voucher program, trips were referred to provider agencies, who were mostly non-profit grantees of DRCOG. The voucher program has enabled DRCOG to complement existing transportation services by offering a coordinated on-demand service that helps to address the need for more personalized trips such as visits with friends, hairdresser appointments, and shopping outings.

DRCOG has had a service agreement for over a year with HopSkipDrive, a unique ride-sharing service that employs drivers with caregiving experience. DRCOG has also issued vouchers for RTD bus transportation. Contracts are currently being negotiated with the popular ridesharing companies Lyft and Uber as other options for consumers. Through ten months ending in April 2020, DRCOG issued vouchers for over 11,000 trips at a cost of approximately \$135,000, or an average \$12.20 per trip.

In 2020, DRCOG expanded the voucher pilot program to include in-home services, specifically homemaker and personal care services. It has contracted with FirstLight Homecare, which has two independently-run offices that serve the Denver metro region. Another agency, Alpine Homecare, has recently applied as a voucher provider. Alpine was referred by Colorado Visiting Nurse Association (CVNA), who recently announced its decision to end its long-running paraprofessional in-home program. Alpine has agreed to transition the majority of CVNA's approximately 280 in-home clients if it is approved as a voucher provider of DRCOG.

Voucher providers are evaluated on a number of factors including, but not limited to, how long they have provided the service, the service area, the quality of the management team, and the agency's ability to comply with DRCOG and State

requirements. Additionally, they must have the proper licensure, meet minimum insurance levels, and must be in good standing with the State.

DRCOG staff recommends entering into service agreements with voucher providers for the next state fiscal year that commences July 1, 2020. Staff proposes allocating \$450,000 of federal CARES Act funding for the transportation voucher program and \$400,000 for the in-home care voucher program. Contract limits shall reflect the total of the voucher program budget. Vouchers are administered by ADRC staff using specialized voucher tracking software that ensures that voucher amounts do not exceed available funds.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to adopt a resolution authorizing the Executive Director to enter into contracts with approved service providers in the amount of \$450,000 for the AAA transportation voucher program and \$400,000 for the AAA in-home voucher program for the period of July 1, 2020 through June 30, 2021.

ATTACHMENT

- DRCOG AAA Voucher Program Proposed Providers 2020-2021
- 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.

DRCOG AAA Voucher Program – Proposed Providers 2020-2021

Transportation

| | |
|--------------|---|
| HopSkipDrive | HopSkipDrive (HSD) is a ridesharing service based in California that was originally founded by three moms to provide safe, reliable transportation for children whose families could not transport them. HSD entered the Denver market in 2018, and the following year expanded their services at DRCOG’s request to include transportation for older adults. HSD typically hires drivers with caregiving experience. |
| Lyft | Lyft was founded in 2012 and is one of the largest ridesharing companies in the United States. Ridesharing matches a rider with a nearby driver to provide the trip on demand. Drivers are considered independent contractors. |
| Uber | Similar to Lyft, Uber is a large, multinational ridesharing company based in California. Like with HSD and Lyft, rides are scheduled via on-line app or on the company’s website. The ride typically incurs a base charge and a cost per mile and/or per minute. |

In-home

| | |
|------------------------------|---|
| FirstLight – Boulder | FirstLight is a family owned in-home provider agency with an office in Lafayette, CO. It has been in operation since 2013. It is currently a voucher provider for the Boulder AAA. The agency serves Adams and Broomfield counties as well as areas outside of the AAA. |
| FirstLight Homecare – Denver | This is a separately-run provider from the one in Lafayette. It is also family-owned and has an office in Lakewood, CO. It has operated since 2016, and serves Denver, Jefferson, Adams, Arapahoe, and Douglas counties. |
| Alpine Homecare | Alpine has operated as a family owned in-home provider agency for the past 20 years. Agency serves a large Medicaid clientele and also has private pay clients. Currently serves approximately 400 clients in its in-home business. It also operates an adult day center in Aurora. Serves Denver, Jefferson, Adams, Arapahoe, Broomfield and Douglas counties. |

DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

FINANCE & BUDGET COMMITTEE

RESOLUTION NO. _____, 2020

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO CONTRACTS WITH APPROVED SERVICE PROVIDERS IN THE AMOUNT OF \$450,000 FOR THE AAA TRANSPORTATION VOUCHER PROGRAM AND \$400,000 FOR THE AAA IN-HOME VOUCHER PROGRAM FOR THE PERIOD OF JULY 1, 2020 THROUGH JUNE 30, 2021.

WHEREAS, DRCOG is the designated Area Agency on Aging (AAA) for the eight-county metro region and accordingly receives federal and state funds through its contract with the Colorado Department of Human Services (CDHS) for community-based programs that serve older adults and their caregivers; and

WHEREAS, the DRCOG AAA established a voucher program to expand consumer choice for transportation and in-home care services they receive; and

WHEREAS, DRCOG has identified providers for such services that are able to comply with the requirements for Older Americans Act programs;

NOW, THEREFORE BE IT RESOLVED that the Finance and Budget Committee authorizes the Executive Director to enter into contracts with approved service providers in the amount of \$450,000 for the AAA transportation voucher program and \$400,000 for the AAA in-home voucher program for the period of July 1, 2020 through June 30, 2021.

RESOLVED, PASSED AND ADOPTED this _____ day of _____, 2020 at Denver, Colorado.

Steve Conklin, 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@drcoq.org

| Meeting Date | Agenda Category | Agenda Item # |
|---------------|-----------------|---------------|
| June 17, 2020 | Action | 5 |

SUBJECT

This item pertains to the reassignment of Human Service Transportation (HST) set aside grant agreements with Seniors' Resource Center (SRC) to Via Mobility Services (Via).

PROPOSED ACTION/RECOMMENDATIONS

Staff recommends authorizing the Executive Director to reassign SRC HST contracts to Via.

ACTION BY OTHERS

[September 18, 2019 DRCOG Board of Directors](#) – Approved HST project awards

SUMMARY

The DRCOG Board of Directors adopted the HST set aside as part of the FY 2020-2023 TIP to fund underfunded/underserved trips and rolling stock to improve service and mobility options for vulnerable populations in the Denver region.

In September 2019, the DRCOG Board of Directors approved the calendar year 2020 HST projects as proposed by the CDOT Joint Call for Projects Peer Review Panel (list attached). In October 2019, the Finance and Budget Committee approved contracting with grant awardees. This included contracting with SRC on grants totaling approximately \$300,000 for operating assistance, mobility management, and rolling stock.

Recently, SRC decided to cease transportation services effective July 1, 2020. Via has agreed to provide these services for the community beginning that same date so that there are not any gaps in these vital services. This change in transportation providers requires a reassignment of the HST contracts from SRC to Via.

PREVIOUS DISCUSSIONS/ACTIONS

[April 17, 2019 F & B](#) – Approved MOU with CDOT and RTD

PROPOSED MOTION

Move to adopt a resolution authorizing the Executive Director to reassign Human Service Transportation set-aside grant agreements previously awarded to Seniors' Resource Center in the amount of approximately \$300,000 to Via Mobility Services.

ATTACHMENT

- Updated HST Project List
- Draft resolution

ADDITIONAL INFORMATION

HST Reassignment
Finance & Budget Committee
June 20, 2020
Page 2

If you need additional information, please contact Douglas W. Rex, Executive Director, at 303-480-6701, or drex@drcog.org; or Matthew Helfant, Senior Transportation Planner, Transportation Planning and Operations, at 303-480-6731 or mhelfant@drcog.org.

Proposed Reallocation of HST Funds to Via Mobility Services

| Agency | Project Type | HST Award | Notes |
|--|------------------------------|-----------------|-------------------------|
| Boulder County | Operating | \$ 177,088.00 | |
| City of Boulder | Operating | \$ 17,250.00 | |
| Via Mobility Services | Operating | \$ 42,613.50 | |
| Via Mobility Services | Capital Replacement (2) | \$ 143,484.00 | |
| City of Broomfield | 1 Vehicle Expansion | \$ 10,727.00 | Matching FTA 5310 Award |
| City of Broomfield | Equipment | \$ 5,054.40 | Matching FTA 5310 Award |
| Colorado Non-Profit Development Center (DRMAC) | Mobility Management | \$ 60,000.00 | Matching FTA 5310 Award |
| Seniors' Resource Center | Mobility Management | \$ - | |
| Seniors' Resource Center | Operating | \$ - | |
| Seniors' Resource Center | Capital Expansion (5) | \$ - | |
| Douglas County | Operating | \$ 137,868.00 | |
| Via Mobility Services | Capital Expansion (4) | \$ 66,860.00 | Matching FTA 5310 Award |
| Via Mobility Services | Hold for Potential Operating | \$ 241,560.00 | |
| | | Total | |
| | | \$ 902,504.90 | |
| | | Admin | |
| | | \$ 97,495.10 | |
| | | Total HST | |
| | | \$ 1,000,000.00 | |

DENVER REGIONAL COUNCIL OF GOVERNMENTS

STATE OF COLORADO

FINANCE AND BUDGET COMMITTEE

RESOLUTION NO. _____, 2020

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO REASSIGN HUMAN SERVICE TRANSPORTATION SET-ASIDE GRANT AGREEMENTS PREVIOUSLY AWARDED TO SENIORS' RESOURCE CENTER IN THE AMOUNT OF APPROXIMATELY \$300,000 TO VIA MOBILITY SERVICES.

WHEREAS, DRCOG, is a planning organization where local governments collaborate to establish guidelines, set policy, and allocate funding in the areas of transportation and personal mobility; growth and development; and aging and disability resources; and

WHEREAS, The DRCOG Board of Directors adopted the Human Service Transportation (HST) set-aside to provide \$4 million over four years (FFY 2020-2023) through the Transportation Improvement Program (TIP) to fund underfunded/underserved trips and rolling stock to improve service and mobility options for vulnerable populations in the Denver region including individuals with disabilities, older adults, people with low-income, and veterans; and

WHEREAS, SRC was awarded approximately \$300,000 in HST grant funding for calendar year 2020 but will be ceasing transportation operations effective July 1, 2020; and

WHEREAS, Via has agreed to continue to operate the services currently being provided by SRC but needs funding from the SRC HST grants to provide the services; and

WHEREAS, the Executive Director is authorized to enter into a grant agreement with CDOT on how DRCOG manages FASTER funds swapped for HST funds;

NOW, THEREFORE BE IT RESOLVED, that the Executive Director is authorized to reassign Human Service Transportation Set-Aside grant agreements previously awarded to Seniors' Resource Center in the amount of approximately \$300,000 to Via Mobility Services.

RESOLVED, PASSED AND ADOPTED this _____ day of _____, 2020 at Denver, Colorado.

Steve Conklin, 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@drcoq.org

| Meeting Date | Agenda Category | Agenda Item # |
|---------------|-----------------|---------------|
| June 17, 2020 | Action | 6 |

SUBJECT

This item relates to the transition of older adult transportation services in the region from Seniors' Resource Center (SRC) to Via Mobility Services (Via).

PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommends authorizing the Executive Director to enter into a contract with Via Mobility Services for up to \$1,200,000 for the period July 1, 2020 - Dec. 31, 2020.

ACTION BY OTHERS

June 10, 2020 – ACA Funding Subcommittee recommended approval.

June 12, 2020 – Advisory Committee on Aging will make a recommendation.

SUMMARY

On April 1, 2020, the Area Agency on Aging (AAA) was notified by SRC's Executive Director that SRC would no longer be providing transportation services in the DRCOG region as of July 1, 2020. Since that time, the AAA has been working with staff from the Transportation Planning and Operations Division to assist in addressing this issue.

To ensure vital services for those receiving transportation from SRC continue after July 1, DRCOG staff and regional partners have been in talks with Via Mobility Services, as well as other providers in the region. Via has expressed interest in and is best positioned to expand their operations into the region to absorb a significant portion of SRC's transportation business.

DRCOG received a proposal from Via with a six-month transition timeline. This transition period will allow for a seamless transition from SRC to Via. Via will retain a portion of SRC's staff as well as SRC's call center, vehicles, and office space during this time. To assist with the cost of transition of capital and services, Via has asked for additional funding, which goes beyond our typical allocations to SRC. This includes the cost of retaining key staff at SRC for up to six months, rewrapping the vehicles, software support, and vehicle titling costs.

DRCOG typically awards around \$1,200,000 per year to SRC directly for transportation, and an additional \$700,000 per year through Adams and Arapahoe Counties. Given the short time frame, Adams and Arapahoe Counties have expressed concern over being able to reassign contracts from SRC to Via. Both counties have internal approval processes that need to be followed to make this transition, which cannot be done prior to July 1. As such, DRCOG is recommending contracting directly with Via for up to \$1,200,000 for the six month period to cover Adams and Arapahoe Counties, as well as the service area typically covered by the direct contract with SRC (Denver and Jefferson Counties).

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to adopt a resolution authorizing the Executive Director to negotiate and execute a contract with Via Mobility Services for up to \$1,200,000 for the period of July 1, 2020 through December 31, 2020.

ATTACHMENT

Draft resolution

ADDITIONAL INFORMATION

If you need additional information please contact Douglas W. Rex, Executive Director, drex@drcog.org or Ron Papsdorf, Division 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. _____, 2020

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOCIATE AND EXECUTE A CONTRACT WITH VIA MOBILITY SERVICES FOR UP TO \$1,200,000 FOR THE PERIOD OF JULY 1, 2020 THROUGH DECEMBER 31, 2020.

WHEREAS, DRCOG is the designated Area Agency on Aging (AAA) for the eight-county metro region and accordingly receives federal and state funds through its contract with the Colorado Department of Human Services (CDHS) for community-based programs that serve older adults and their caregivers; and

WHEREAS, Seniors' Resource Center (SRC) has received approximately \$2,000,000 per year for transportation services in the AAA region; and

WHEREAS, SRC has notified DRCOG that they will no longer provide transportation services as of July 1, 2020; and

WHEREAS, Via Mobility Services has agreed to continue to operate the services currently being provided by SRC but requires additional funding for transition costs and ongoing operating support.

NOW, THEREFORE BE IT RESOLVED, that the Finance and Budget Committee authorizes the Executive Director to negotiate and execute a contract with Via Mobility Services for up to \$1,200,000 for the period of July 1, 2020 through December 31, 2020.

RESOLVED, PASSED AND ADOPTED this _____ day of _____, 2020 at Denver, Colorado.

Steve Conklin, 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) 480-6747 or drex@drcog.org

| Meeting Date | Agenda Category | Agenda Item # |
|---------------|-----------------|---------------|
| June 17, 2020 | Action | 7 |

SUBJECT

This action concerns DRCOG negotiating and executing a contract for developing a regional Complete Streets Toolkit.

PROPOSED ACTION/RECOMMENDATIONS

Staff recommends authorizing the Executive Director to negotiate and execute a contract with a consultant team.

ACTION BY OTHERS

N/A

SUMMARY

In April 2020, DRCOG released a Request for Proposal (RFP) to solicit proposals from planning consulting firms qualified and experienced in the developing multimodal transportation plans, specifically in the development of a regional Complete Streets Toolkit.

The purpose of the Complete Streets Toolkit is to provide guidance for local governments to plan, design, and implement Complete Streets. It will provide strategies and give support to decision makers, planners, and designers to ensure that multimodal elements are incorporated into transportation projects. The project will:

- Support connectivity and the development of a safe and comfortable transportation network for all modes and all users.
- Promote the use of the latest design criteria and guidelines for multimodal facilities
- Establish a vision for how local governments could adopt and apply a Complete Streets policy.
- Develop a multimodal street design typology to supplement the traditional functional classification system by identifying design elements linked to all modes of travel.
- Develop a Complete Streets Toolkit to create awareness and provide guidance on a variety of street design measures available to local jurisdictions in planning and engineering safe and comfortable Complete Streets for all users of the regional transportation system.
- Provide project definition design/function guidance for project sponsors applying for funding in DRCOG's Transportation Improvement Program based on the street typology prepared for the 2050 Metro Vision Regional Transportation Plan.

DRCOG received six submittals in response to the RFP; three consultants were selected to be evaluated by a consultant selection panel. The panel included DRCOG's Transportation Advisory Committee Vice Chair and subject matter expert staff from CDOT, RTD, and DRCOG. The consultant teams were interviewed on June 1st, and on June 2nd, a final selection was made.

DRCOG staff is asking the Finance and Budget Committee to authorize the Executive Director to negotiate and execute a contract with Toole Design Group, LLC. The total contract amount is \$150,000. Funds have been allocated to this task in DRCOG's current FY 2020-FY 2021 Unified Planning Work Program and budget.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to adopt a resolution authorizing the Executive Director to negotiate and execute a contract with the Toole Design Group, LLC in an amount not to exceed \$150,000 to develop a regional Complete Streets Toolkit.

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. _____, 2020

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A CONTRACT WITH THE TOOLE DESIGN GROUP, LLC IN AN AMOUNT NOT TO EXCEED \$150,000 TO DEVELOP A REGIONAL COMPLETE STREETS TOOLKIT.

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 Fiscal Years 2020-2021 Unified Planning Work Program to prepare a regional Complete Streets Toolkit for which DRCOG intends to hire a consultant; and

WHEREAS, the selected consultant has demonstrated qualifications and experience in developing multimodal plans and has extensive knowledge of best practices pertaining to complete streets; and

WHEREAS, DRCOG has budgeted \$150,000 in 2020 for the development of the regional Complete Streets Toolkit;

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is authorized to negotiate and execute a contract with the Toole Design Group, LLC in an amount not to exceed \$150,000 to develop a regional Complete Streets Toolkit.

RESOLVED, PASSED AND ADOPTED this _____ day of _____, 2020 at Denver, Colorado.

Steve Conklin, 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) 480-6747 or drex@drcoq.org

| Meeting Date | Agenda Category | Agenda Item # |
|---------------|-----------------|---------------|
| June 17, 2020 | Action | 8 |

SUBJECT

Contract with the Regional Transportation District (RTD) to use a portion of Consolidated Planning Grant funds to reimburse RTD for certain Reimagine RTD tasks in the Unified Planning Work Program (UPWP).

PROPOSED ACTION/RECOMMENDATIONS

Staff recommends authorizing the Executive Director to negotiate and execute a contract with the Regional Transportation District (RTD) to reimburse RTD for certain Reimagine RTD tasks in the Unified Planning Work Program (UPWP) using Consolidated Planning Grant funds.

ACTION BY OTHERS

[May 20, 2020](#) – DRCOG Board of Directors, UPWP Amendments

SUMMARY

The FY 2020-FY2021 Unified Planning Work Program (UPWP) was adopted in July 2019. On May 20, 2020, the DRCOG Board of Directors approved amendments to the FY2020-FY2021 UPWP. The amendments included changes to Activity 6.5 RTD Base System Planning to specify RTD's Reimagine RTD effort and tasks related to software and modeling to support the effort. The financial plan for the UPWP was also amended to include the use of Consolidated Planning Grant funds to reimburse RTD for costs associated with these tasks. The components and costs are detailed below.

Use of Remix Software (\$75,000) for Reimagine RTD:

RTD and its consultant team will utilize the Remix software for the development of Reimagine RTD Constrained and Unconstrained System Optimization Plan (SOP) networks moving forward.

- Build SOP network for route and systemwide analyses, including RTD staff workshop for review and discussion of constrained and unconstrained SOP networks.
- Perform Title VI Analysis for constrained and unconstrained SOP networks. The Remix software would allow for faster Title VI analysis.
- Utilize the new Remix travel time comparison feature to perform sub-area travel time and distance analyses for transit versus auto travel time comparisons.
- Evaluate demographic coverage analysis for alternative routing configurations to assist in the development of the constrained and unconstrained SOP networks.
- Evaluate capital needs/savings related to change in bus stop requirements for SOP constrained and unconstrained networks.

- Development of isochrone mapping to evaluate and compare travel distances within time increments to/from key employment/activity centers for various route alignment configurations used in the development of the constrained and unconstrained SOP networks.

Additional Transit Modeling (\$100,000) for Reimagine RTD:

RTD and its consultant team will use travel demand modeling tools during preparation of the System Optimization Plan and Mobility Plan for the Future (not included in current work scope and budget):

- Provide phased implementation metrics for the SOP over a two- to three-year period, to recognize delay in transit ridership restoration and lower funding availability due to COVID-19.
- Support additional analytical results of subregional-level transit supply and demand metrics, as requested by stakeholders.
- Model implications of anticipated FAST Act reauthorization, specifically expanded eligibility for more types of BRT projects in the Small Starts Program.
- Model potential climate change outcomes, related to faster introduction of emission-free vehicles, based on any available insights from recent air quality improvements attributable to dramatic decreases in driving behavior.

The \$175,000 cost for these tasks will be reimbursed at 82.79% federal share (\$144,883) with RTD providing the non-federal match of 17.21%.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to adopt a resolution authorizing the Executive Director to negotiate and execute a contract with the Regional Transportation District (RTD) to reimburse RTD for certain Reimagine RTD tasks in the Unified Planning Work Program (UPWP) using Consolidated Planning Grant funds in the amount of \$144,883.

ATTACHMENTS

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, Division 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. _____, 2020

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A CONTRACT WITH THE REGIONAL TRANSPORTATION DISTRICT (RTD) TO REIMBURSE RTD FOR CERTAIN REIMAGINE RTD TASKS IN THE UNIFIED PLANNING WORK PROGRAM (UPWP) USING CONSOLIDATED PLANNING GRANT FUNDS IN THE AMOUNT OF \$144,883

WHEREAS, DRCOG, is a planning organization where local governments collaborate to establish guidelines, set policy, and allocate funding in the areas of transportation and personal mobility; growth and development; and aging and disability resources; and

WHEREAS, the Unified Planning Work Program (UPWP) provides the basis for the scope of work for the federal planning funds that DRCOG receives through the Consolidated Planning Grant with the Colorado Department of Transportation; and

WHEREAS, on July 17, 2019 the DRCOG Board of Directors adopted the FY 2020-FY Unified Planning Work Program (UPWP) describing all metropolitan transportation planning activities in the region for that two year period; and

WHEREAS, on May 20, 2020 the DRCOG Board of Directors amended the FY 2020-FY 2021 UPWP, including changes to Activity 6.5 RTD Base System Planning to specify RTD's Reimagine RTD effort and tasks related to software and modeling to support the effort and associated changes to the financial plan; and

WHEREAS, these tasks are eligible for federal planning fund reimbursement and RTD will provide the non-federal matching funds;

NOW, THEREFORE BE IT RESOLVED, that the Executive Director is authorized to negotiate and execute a contract with the Regional Transportation District (RTD) to reimburse RTD for certain Reimagine RTD tasks in the Unified Planning Work Program (UPWP) using Consolidated Planning Grant funds in the amount of \$144,883.

RESOLVED, PASSED AND ADOPTED this _____ day of _____, 2020 at Denver, Colorado.

Steve Conklin, Chair
Finance and Budget Committee
Denver Regional Council of Governments

ATTEST:

Douglas W. Rex, Executive Director