

**AGENDA**  
**FINANCE AND BUDGET COMMITTEE**  
**WEDNESDAY, January 19, 2022**  
**5:45 p.m. – 6:15 p.m.**  
**VIDEO/WEB CONFERENCE**  
**Denver, CO**

1. Call to Order

**CONSENT AGENDA**

2. Move to Adopt the Consent Agenda
  - i. Approve December 15, 2021 minutes  
(Attachment A)

**ACTION ITEMS**

3. Discussion of a resolution authorizing the DRCOG Executive Director to negotiate and execute a contract with CLA for approximately \$88,394 with a term of January 2022 through December 2023 with an option to renew for two additional one year terms at a rate of approximately \$46,540 in year three and \$48,200 in year four.  
(Attachment B) Jenny Dock, Director, Administration and Finance
4. Discussion of a resolution authorizing the DRCOG Executive Director to enter into a contract with the Colorado Department of Human Services to receive approximately \$8,728,000 from the federal American Rescue Plan Act for Older Americans Act programs and services through September 30, 2024.  
(Attachment C) Jayla Sanchez-Warren, Director, Area Agency on Aging

**ADMINISTRATIVE ITEMS**

5. Report of the Chair
6. Report of the Executive Director
7. Other Matters by Members
8. **Next Meeting – February 16, 2022**
9. Adjourn

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) 480-6701.

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**ATTACH A**

SUMMARY  
FINANCE AND BUDGET COMMITTEE  
Wednesday, December 15, 2021  
**Note: Meeting held virtually via Microsoft Teams**

Present:

Wynne Shaw, Chair	Lone Tree
Jeff Baker	Arapahoe County
Claire Levy	Boulder County
Nicholas Williams	Denver County
Jim Dale	Golden
Tracy Kraft-Tharp	Jefferson County
Neal Shah	Superior
Jessica Sandgren	Thornton

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

Chair Shaw called the meeting to order at 5:47 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:

- Minutes of the November 17, 2021 Meeting

Discussion of a resolution authorizing the Executive Director to execute a contract with the Regional Transportation District (RTD) for support of vanpool services offered by DRCOG's Way to Go program in an amount not to exceed \$660,000 in 2022.

Jim Eshelman provided a brief overview of the contract to the committee. RTD has expressed a commitment to vanpooling as a complement to its transit services, particularly for low volume peak travel times and dispersed commute travel. For 2022, RTD has budgeted \$660,000 for passenger fare subsidies for the Way to Go vanpool program. DRCOG staff recommends authorizing the Executive Director to execute a contract with the Regional Transportation District (RTD) for support of the vanpool services.

Director Levy **moved** to adopt Resolution No. 24, 2021, authorizing the Executive Director to execute a contract with the Regional Transportation District (RTD) for support of the vanpool services offered by DRCOG's Way to Go program in an amount not to exceed \$660,000 in 2022. The motion was **seconded** and **passed** unanimously.

Report of Chair

There was no report

## Finance and Budget Committee Meeting Summary

December 15, 2021

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### Report of Executive Director

ED Rex wanted to inform the committee that DRCOG will have staff begin returning to the office starting January 18. DRCOG provided staff with a stipend to assist staff with home office needs. There has also been a change in our indirect rate as a result of FTA being DRCOG's new cognizant agent.

### Other Matters by Members

There were no other matters by members.

### Next Meeting

The next meeting is scheduled for January 19, 2022

The meeting adjourned at 5:57 p.m.

**ATTACH B**

To: Chair and Members of the Finance and Budget Committee

From: Doug Rex, Executive Director  
303-480-6747 or [drex@drco.org](mailto:drex@drco.org)

Meeting Date	Agenda Category	Agenda Item #
January 19, 2022	Action	3

#### SUBJECT

This action is related to negotiating a contract with independent auditors, CliftonLarsonAllen (CLA).

#### PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommends executing a contract with CLA to perform the annual audit and for other consulting services.

#### ACTION BY OTHERS

N/A

#### SUMMARY

Each year, DRCOG and Regional Response are subject to a single audit of their financials and review of grant compliance. This is a requirement of our Articles of Association and by federal assistance funding guidelines. In November 2021, a Request for Proposal (RFP) was published for auditing and other CPA services. We received two responses. One from our current auditors, CLA and a second from Plante Moran. In early December an internal review panel was convened to review the submissions, conduct interviews, and score the proposals based on the following criteria; (1) Qualifications, (2) Cost, (3) Ability to meet scheduled deadlines, (4) Assurances surrounding team consistency, (5) Accessibility and response times, and (6) Overall impressions.

Panel members found that both firms are qualified to perform the work as they are the #1 and #2 single audit providers in the U.S. They also had similar technologies available and made similar assurances regarding response times and consistency in staff year over year. The biggest difference noted between the two vendors was pricing. Plante Moran's base price for the audit was 20% higher than CLA's. Additionally, Plante Moran indicated they would charge \$9,500 for each major program added in the audit. Depending on the year, this could mean an even greater increase and a variance of more than 70% from CLA's flat rate approach.

After review of all of the information, staff recommends continuing our contract with CLA for the next four years. CLA is well acquainted with DRCOG's accounting structure and programs and has built a relationship with staff.

#### PREVIOUS DISCUSSIONS/ACTIONS

N/A

**PROPOSED MOTION**

Move to approve a resolution authorizing the Executive Director to negotiate and execute a contract with CLA for approximately \$88,394 with a term of January 2022 through December 2023 with an option to renew for two additional one year terms at a rate of approximately \$46,540 in year three and \$48,200 in year four.

**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](mailto:drex@drcog.org); or Jenny Dock, Administration and Finance Director, at 303-480-6707 or [jdock@drcog.org](mailto:jdock@drcog.org).

DENVER REGIONAL COUNCIL OF GOVERNMENTS  
STATE OF COLORADO

FINANCE & BUDGET COMMITTEE

RESOLUTION NO. \_\_, 2021

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A CONTRACT WITH CLIFTONLARSONALLEN (CLA) FOR APPROXIMATELY \$88,394 WITH A TERM OF JANUARY 2022 THROUGH DECEMBER 2023 WITH AN OPTION TO RENEW FOR TWO ADDITIONAL ONE YEAR TERMS AT A RATE OF APPROXIMATELY \$46,540 IN YEAR THREE AND \$48,200 IN YEAR FOUR.

WHEREAS, DRCOG's Articles of Association and federal assistance funding guidelines require an annual single audit of DRCOG's financial statements and grant compliance; and

WHEREAS, the most recent contract with independent auditors, CLA expired in December 2021, an RFP was published to solicit bids for accounting firms; and

WHEREAS, bids were received from CLA and Plante Moran and evaluated by DRCOG staff including the executive director; and

WHEREAS, the submission by CLA was less expensive than Plante Moran while providing the same quality of services: and

WHEREAS, DRCOG staff determined that CLA was the best choice not only because of cost, but also the familiarity that CLA has with DRCOG programs and accounting structure as well as their ability to meet the timelines established by staff and their assurance of consistency in audit team members from year to year.

NOW, THEREFORE BE IT RESOLVED that the Finance and Budget Committee authorizes the Executive Director to negotiate and execute a contract with CLA for approximately \$88,394 with a term of January 2022 through December 2023 with an option to renew for two one year terms at a rate of approximately \$46,540 in year three and \$48,200 in year four.

RESOLVED, PASSED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2022  
at Denver, Colorado.

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Wynne Shaw, Chair  
Finance and Budget Committee  
Denver Regional Council of Governments

ATTEST:

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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@drcog.org](mailto:drex@drcog.org)

<b>Meeting Date</b>	<b>Agenda Category</b>	<b>Agenda Item #</b>
January 19, 2022	Action	4

**SUBJECT**

This action is related to the receipt of COVID-19 federal stimulus funds from the American Rescue Plan Act (ARPA).

**PROPOSED ACTION/RECOMMENDATIONS**

DRCOG staff recommends that the Finance and Budget Committee authorize the Executive Director to contract with the Colorado Department of Human Services for ARPA funds of approximately \$8,728,000 for Older Americans Act programs and services through September 30, 2024.

**ACTION BY OTHERS**

N/A

**SUMMARY**

The federal Older Americans Act (OAA) was given one-time supplemental funding through the American Rescue Plan Act of 2021. The ARPA bill was among the latest in a series of economic stimulus bills passed by the U.S. Congress to help address the continued impact of the COVID-19 pandemic. DRCOG, as the Area Agency on Agency (AAA) that administers OAA programs and services for the Denver metro region, expects to receive an ARPA allocation of approximately \$8.7 million.

DRCOG staff anticipates releasing a Request for Proposals solicitation related to the ARPA funds. Proposals will be evaluated by the AAA's Advisory Committee on Aging, after which their funding recommendations will be submitted to the Finance and Budget Committee. Funds are to be used for any OAA-eligible Title III service as well as for the Title VII ombudsman program. Unlike OAA funds typically allocated to the AAA, ARPA funds will be available for a longer term of up to three years ending on September 30, 2024. Moreover, the federal major disaster declaration currently in effect enables continued flexibility to use funds for services irrespective of the funding subcategory.

**PREVIOUS DISCUSSIONS/ACTIONS**

N/A

**PROPOSED MOTION**

Move to approve a resolution authorizing the Executive Director to enter into a contract with the Colorado Department of Human Services to receive approximately \$8,728,000 from the federal American Rescue Plan Act for Older Americans Act programs and services 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](mailto:drex@drcog.org); or Jayla Sanchez-Warren, Director, Area Agency on Aging, at (303) 480-6735 or [jswarren@drcog.org](mailto:jswarren@drcog.org).

DENVER REGIONAL COUNCIL OF GOVERNMENTS  
STATE OF COLORADO

FINANCE & BUDGET COMMITTEE

RESOLUTION NO. \_\_, 2022

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH THE COLORADO DEPARTMENT OF HUMAN SERVICES TO RECEIVE APPROXIMATELY \$8,728,000 FROM THE FEDERAL AMERICAN RESCUE PLAN ACT FOR OLDER AMERICANS ACT PROGRAMS AND SERVICES THROUGH SEPTEMBER 30, 2024.

WHEREAS, the U.S Congress passed the American Rescue Plan Act of 2021 (ARPA) to help address the continued impact of the COVID-19 pandemic; and

WHEREAS, the Colorado Department of Human Services State Unit on Aging division shall distribute ARPA funds to the state's Area Agencies on Aging (AAA); and

WHEREAS, the Denver Regional Council of Governments, as the AAA for the eight-county Denver metro region, anticipates an ARPA allocation of approximately \$8,728,000;

NOW, THEREFORE BE IT RESOLVED that the Finance and Budget Committee authorizes the Executive Director to enter into a contract with the Colorado Department of Human Services to receive approximately \$8,728,000 from the federal American Rescue Plan Act for Older Americans Act programs and services through September 30, 2024.

RESOLVED, PASSED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2022 at Denver, Colorado.

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Wynne Shaw, Chair  
Finance and Budget Committee  
Denver Regional Council of Governments

ATTEST:

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Douglas W. Rex, Executive Director