

AGENDA
FINANCE AND BUDGET COMMITTEE
WEDNESDAY, April 21, 2021
5:30 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 February 17, 2021 minutes
(Attachment A)

ACTION ITEMS

3. Election of Vice Chair
4. Discussion of a resolution authorizing the Executive Director to allocate additional state and federal funds of approximately \$681,000 to AAA contractors for the state fiscal year ending June 30, 2021.
(Attachment B) Jayla Sanchez-Warren, Director, Area Agency on Aging
5. Discussion of a resolution authorizing the Executive Director to contract with the Colorado Department of Human Services for the Area Agency on Aging and to allocate and distribute up to \$27.0 million in state and federal funds for the period of July 1, 2021 through June 30, 2022 per the requirements set forth in the contract including contracting with local service providers.
(Attachment C) Jayla Sanchez-Warren, Director, Area Agency on Aging
6. Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with the Sanborn Map Company in an amount not to exceed \$250,000, with a term of April 2021 through September 2022, to create a land cover dataset.
(Attachment D) Brad Calvert, Director, Regional Planning and Development
7. Discussion of a resolution authorizing the Executive Director to execute a managed services agreement with OneNeck to provide support, monitoring and maintenance for DRCOG's IT infrastructure in the amount of approximately \$130,000 for a one-year term with an option to renew for two additional years upon satisfactory performance.
(Attachment E) 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 ITEMS

8. DRCOG Fiscal Year 2021/2022 budget
(Attachment F) Jenny Dock, Director, Administration and Finance
9. Update on the contracting process with Preferred Community Health Providers (PCHP)
(Attachment G) Jayla Sanchez-Warren, Director, Area Agency on Aging

ADMINISTRATIVE ITEMS

10. Report of the Chair
11. Report of the Executive Director
12. Other Matters by Members
13. **Special Meeting – May 5, 2021 at 5:30p.m.**
14. Adjourn

ATTACH A

SUMMARY
FINANCE AND BUDGET COMMITTEE
Wednesday, February 17, 2021
Note: Meeting held virtually via Microsoft Teams

Present:

Steve Conklin, Chair	Edgewater
Jeff Baker	Arapahoe County
Bob Fifer	Arvada
Claire Levy	Boulder County
Nicholas Williams	Denver County
George Teal	Douglas County
Jim Dale	Golden
Tracy Kraft-Tharp	Jefferson County
Wynne Shaw	Lone Tree
Joan Peck	Longmont
Ashley Stolzmann	Louisville
Neal Shah	Superior

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

Chair Conklin called the meeting to order at 5:45 p.m. with a quorum present.

Move to Adopt the Consent Agenda

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

Items on the consent agenda included:

- Minutes of the January 20, 2021 Meeting

Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with Hill Aevium in an amount not to exceed \$250,000 to implement a Regional Vision Zero Public Education Campaign.

Beth Doliboa, Transportation Planner, provided an overview of the contract to the committee. In June 2020, the DRCOG Board approved the Taking Action on Regional Vision Zero plan. One objective of the plan is to increase awareness and to promote/prioritize safety in the DRCOG region. DRCOG released a Request for Proposal (RFP) in December 2020 to solicit proposals from individuals, firms, and teams with experience in planning and implementing advertising campaigns to seek and retain a contractor to develop and implement a regional public education campaign. DRCOG received five submittals in response to the RFP, three consultants were selected to be evaluated by a consultant selection panel, and the panel recommended contracting with Hill Aevium. The total contract amount is \$250,000 and funds have been allocated to this task in DRCOG's current FY 2020-FY 2021 Unified Planning Work Program and FY 2021 budget.

Finance and Budget Committee Meeting Summary

February 17, 2021

Page 2

Director Shaw **moved** to adopt Resolution No. 3, 2021, authorizing the Executive Director to negotiate and execute a contract with Hill Aevium in an amount not to exceed \$250,000 to implement a Regional Vision Zero Public Education Campaign. The motion was **seconded** and **passed** unanimously.

Report of Chair

Chair Conklin reported this was his last meeting as Chair and wanted to thank the members and DRCOG staff for their work and dedication on this committee.

Report of the Executive Director

Doug Rex wanted to thank Chair Conklin for his work on this committee for the past year.

Other Matters by Members

Members thanked Chair Conklin for everything he did for the Finance & Budget Committee.

Next Meeting

The next meeting is scheduled for March 17, 2021

The meeting adjourned at 6:00 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 #
April 21, 2021	Action	4

SUBJECT

This item is regarding additional funding requests from AAA service contractors for the 2020-2021 state fiscal year.

PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommends approval for additional funds requested by contractors for the 2020-2021 grant year, as recommended by the Advisory Committee on Aging (ACA).

ACTION BY OTHERS

[April 16, 2021](#) - The Advisory Committee on Aging will act on the proposed changes.

SUMMARY

To help ensure that state and federal funds are spent, current AAA contractors were given the opportunity to request additional funds to use during the remainder of the current state fiscal year ending on June 30, 2021 (SFY2021). Eleven providers submitted requests to increase funds for their programs, and two providers submitted requests to simply redistribute funds among their contracted services. Requests for additional funds were required to include a justification including the increased number of service units and clients served.

The funding subcommittee of DRCOG's Advisory Committee on Aging reviewed the funding requests and have recommended total allocations of approximately \$680,000 for SFY2021. A summary of the proposed additional funding amounts is attached.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to approve a resolution authorizing the Executive Director to allocate additional state and federal funds of approximately \$681,000 to AAA contractors for the state fiscal year ending June 30, 2021.

ATTACHMENT

1. SFY2021 Proposed AAA Contractor Additional Funds
2. 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.

SFY2021 Proposed AAA Contractor Additional Allocations

Additional Funds Request

Provider	Service	SFY2021 Additional Funds	Revised Total Funds
A Little Help	Chore	\$10,064.00	\$30,314.00
	Material Aid - Emergency Assistance	\$3,000.00	\$3,750.00
	Reassurance	\$3,900.00	\$12,900.00
Audio Information Network of Colorado	Education	\$8,365.00	\$124,494.90
Brothers Redevelopment, Inc.	Information and Assistance	\$12,500.00	\$145,075.88
Colorado Gerontological Society	Material Aid - Audiology	\$350,000.00	\$881,887.52
	Reassurance	\$15,000.00	\$75,000.00
Colorado Nonprofit Development Center dba Benefits in Action	Counseling	\$14,304.00	\$78,669.00
	Material Aid	\$40,233.00	\$121,233.00
Denver Inner City Parish	Education	\$5,000.00	\$23,000.00
Douglas County	Assisted Transportation	\$14,268.00	\$166,448.00
	Personal Care	\$976.00	\$44,864.64
Project Angel Heart	Home Delivered Meals	\$39,584.00	\$363,308.16
Senior Support Services	Screening	\$15,000.00	\$200,333.00
Seniors Resource Center, Inc.	Special Equipment for Visually Impaired	(\$10,712.00)	\$2,500.00
	Visually Impaired - Counseling	(\$17,000.00)	\$5,000.00
	Homemaker	(\$165,000.00)	\$161,705.55
	Personal Care	(\$30,000.00)	\$8,823.60
	Chore - Hoarding	\$100,000.00	\$228,424.99
	Material Aid - Emergency Assistance	\$107,712.00	\$213,967.28
	Reassurance	\$15,000.00	\$30,000.00
The Senior Hub, inc.	Caregiver Respite Care	\$15,210.00	\$123,435.00
	Material Aid - Emergency Assistance	\$54,000.00	\$154,000.00
Via Mobility Services	Assisted Transportation	\$157,376.23	\$1,516,193.23
	Program Development	(\$157,376.23)	\$134,781.96
Volunteers of America	Capital Assets for Nutrition Programs	\$79,460.00	\$79,460.00

Total Funds Recommended SFY2021 \$680,864.00

DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

FINANCE & BUDGET COMMITTEE

RESOLUTION NO. _____, 2021

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ALLOCATE
ADDITIONAL STATE AND FEDERAL FUNDS OF APPROXIMATELY \$681,000 TO
AAA CONTRACTORS FOR THE STATE FISCAL YEAR ENDING JUNE 30, 2021.

WHEREAS, DRCOG is the designated Area Agency on Aging (AAA) under the federal Older Americans Act (OAA) and the States Older Coloradans Act (OCA) for the eight-county metro region; and

WHEREAS, Colorado Department of Human Services contracts with DRCOG to use OAA/OCA funds to provide services to older adults and their caregivers throughout the region; and

WHEREAS, DRCOG is able to allocate excess SFY2021 funds to current AAA service contractors who have requested such funds to provide increased services through the end of June 2021;

NOW, THEREFORE BE IT RESOLVED that the Finance and Budget Committee authorizes the Executive Director to allocate additional state and federal funds of approximately \$681,000 to AAA contractors for the state fiscal year ending June 30, 2021.

RESOLVED, PASSED AND ADOPTED this _____ day of _____, 2021
at Denver, Colorado.

Wynne Shaw, 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@drcog.org

Meeting Date	Agenda Category	Agenda Item #
April 21, 2021	Action	5

SUBJECT

This item is regarding funding allocations for AAA contractors for the 2021-2022 state fiscal year.

PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommends approval of funding allocations to contractors for the 2021-2022 state fiscal year, as reviewed and recommended by the Advisory Committee on Aging (ACA).

ACTION BY OTHERS

[March 19, 2021](#) – The ACA approved the contractor allocations as reviewed and recommended by the ACA Funding Subcommittee.

[April 16, 2021](#) – The ACA is meeting to vote on additional contractor allocations as recommended by the ACA Funding Subcommittee.

SUMMARY

A Request for Proposals (RFP) was issued by the AAA in November 2020 to solicit service proposals from local community service providers for the next contract cycle commencing July 1, 2021. A total of 33 providers submitted 87 service proposals.

The ACA funding subcommittee evaluated the proposals and scored them on various criteria including: 1) need for the service in the region, 2) demonstrated experience and performance, 3) cost information, and 4) other factors such as service coverage, coordination with other providers, and targeted populations. Following an extensive review, the ACA funding subcommittee recommended contracting with 32 providers with 76 service proposals amongst them, which were approved by the ACA in its meeting on March 19, 2021.

In addition, four providers who were previously unable to complete a proposal during the RFP were permitted to later apply for funding but for a shorter term of six months. The four providers submitted 9 service proposals amongst them, which were reviewed by the ACA funding subcommittee and are pending approval by the ACA in its meeting on April 19, 2021.

The total recommended allocations of approximately \$17.0 million will be funded from state (SFSS) and federal Title III Older Americans Act (OAA) dollars, as well as from an anticipated second round of CARES Act stimulus funding. DRCOG expects to receive an option letter from Colorado Department of Human Services to receive OAA/SFSS/CARES funding for 2021-2022. Though funding for the 2021-2022 state fiscal year has not been finalized, fiscal year contractor pass-through funds are initially estimated at approximately \$18 million but could reach as high as \$27 million. As such, contract amounts are an estimate and are subject to available funds. The ACA will continue to evaluate funding levels and will make recommendations for sub-recipient awards accordingly.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to approve a resolution authorizing the Executive Director to contract with the Colorado Department of Human Services for the Area Agency on Aging and to allocate and distribute up to \$27.0 million in state and federal funds for the period of July 1, 2021 through June 30, 2022 per the requirements set forth in the contract including contracting with local service providers.

ATTACHMENT

1. SFY2022 Proposed AAA Contractor Allocations
2. 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.

Proposed AAA Contractor Allocations SFY2021-2022

Provider	Service	Recommended Funds
A Little Help	Chore	\$56,250
	Transportation	\$56,250
Aging Resources of Douglas County	Information and Assistance - Compensated	\$100,000
Alzheimers Association of Colorado	Caregiver Counseling/Training	\$130,000
Arapahoe County Government	Assisted Transportation	\$372,500
	Chore	\$105,000
Asian Pacific Development Center	Counseling	\$34,635
	Education	\$122,187
	Screening	\$28,879
Audio Information Network of Colorado	Education	\$159,840
Blue Spruce Habitat for Humanity	Chore	\$40,000
Brothers Redevelopment Inc	Chore	\$100,000
	Information and Assistance - Compensated	\$100,000
Catholic Charities and Community Services of the Archdiocese of Denver	Caregiver Access Assistance	\$49,835
	Caregiver Counseling/Training	\$66,302
	Caregiver Respite Care	\$29,581
Center for People With Disabilities	Counseling	\$52,000
	Education	\$24,800
	Special Equipment for Visually Impaired	\$15,000
City and County of Broomfield/Senior Services	Caregiver Respite Care	\$99,107
	Information and Assistance - Compensated	\$13,655
	Transportation	\$332,000
City of Lakewood	Assisted Transportation	\$270,000
Colorado Affordable Legal Services	Education	\$0
	Information and Assistance - Compensated	\$30,000
	Legal Assistance	\$85,000
Colorado Center for the Blind	Visually Impaired - Counseling	\$60,000
	Visually Impaired - Education	\$90,000
Colorado Gerontological Society	Material Aid	\$600,000
	Reassurance	\$0
Colorado Health Network	Education	\$114,120
Colorado Latino Leadership, Advocacy, & Leadership Organization	Information and Assistance - Compensated	\$0
Colorado Legal Services	Legal Assistance	\$595,000
Colorado Nonprofit Development Center dba Benefits in Action	Counseling	\$128,731
	Education	\$0
	Information and Assistance - Compensated	\$0
	Material Aid	\$120,000
	Reassurance	\$0
Colorado Visiting Nurse Association	Evidence Based Disease Prevention and Health Promotion	\$170,000
Denver Inner City Parish	Education	\$30,600
	Information and Assistance - Compensated	\$28,800
	Material Aid	\$51,840
	Transportation	\$4
Douglas County Government - Adult Services Program	Assisted Transportation	\$283,253
	Chore	\$16,584
	Homemaker	\$141,258
	Personal Care	\$164,403
	Reassurance	\$77,728
Ensign Skills Center	Education	\$38,000
	Material Aid	\$7,000
	Reassurance	\$5,246

Proposed AAA Contractor Allocations SFY2021-2022

Provider	Service	Recommended Funds
	Screening	\$25,794
Jewish Family Service of Colorado, Inc	Case Management	\$20,400
	Homemaker	\$311,865
	Material Aid	\$24,571
	Reassurance	\$0
Lutheran Social Services of Colorado	Caregiver Access Assistance	\$60,451
	Caregiver Counseling/Training	\$47,892
	Caregiver Respite Care	\$0
Mount Evans Hospice, Inc.	Counseling	\$26,240
	Screening	\$26,430
Project Angel Heart	Home Delivered Meals	\$376,141
Rebuilding Together Metro Denver, Inc.	Chore	\$80,000
Senior Support Services	Counseling	\$50,000
	Screening	\$246,896
	Transportation	\$57,120
Seniors Resource Center	Caregiver Counseling/Training	\$31,950
	Caregiver Respite Care	\$370,000
	Case Management	\$404,526
	Chore - Hoarding	\$217,781
	Chore	\$262,087
	Homemaker	\$428,153
	Material Aid	\$277,760
	Personal Care	\$47,572
SouthWest Improvement Council	Material Aid	\$16,200
	Screening	\$225,945
	Transportation	\$5,355
Via Mobility Services	Assisted Transportation	\$1,615,524
	Information and Assistance - Compensated	\$68,627
Volunteers of America, Colorado	Assisted Transportation	\$83,400
	Chore	\$132,600
	Congregate Meals	\$1,390,296
	Evidence Based Disease Prevention and Health Promotion	\$87,200
	Home Delivered Meals	\$3,970,356
City and County of Denver Office on Aging	Information and Assistance	\$55,440.00
	Education	\$7,386.00
	Homemaker	\$15,288.00
	Personal Care	\$55,601.00
Dominican Home Health Agency, Inc.	Screening	\$20,877.00
Jefferson Center for Mental Health	Counseling	\$76,149.00
The Senior Hub	Adult Day Care/ Adult Day Health	\$49,590.00
	Caregiver Respite Care	\$93,015.00
	Home Delivered Meals	\$409,237.00

Total Funds Recommended SFY2022 **\$16,967,103**

DENVER REGIONAL COUNCIL OF GOVERNMENTS
STATE OF COLORADO

FINANCE & BUDGET COMMITTEE

RESOLUTION NO. _____, 2021

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO CONTRACT WITH THE COLORADO DEPARTMENT OF HUMAN SERVICES (CDHS) FOR THE DRCOG AREA AGENCY ON AGING (AAA) AND TO ALLOCATE AND DISTRIBUTE UP TO \$27.0 MILLION IN STATE AND FEDERAL FUNDS FOR THE PERIOD OF JULY 1, 2021 THROUGH JUNE 30, 2022 PER THE REQUIREMENTS SET FORTH IN THE CONTRACT INCLUDING CONTRACTING WITH LOCAL SERVICE PROVIDERS.

WHEREAS, DRCOG is the designated Area Agency on Aging (AAA) under the federal Older Americans Act (OAA) and the States Older Coloradans Act (OCA) for the eight-county metro region; and

WHEREAS, CDHS contracts with DRCOG to use OAA/OCA funds to provide services to older adults and their caregivers throughout the region; and

WHEREAS, pursuant to state and federal requirements specified in the contract, DRCOG must allot these funds towards specific service categories; and

WHEREAS, DRCOG must allot a certain portion of these funds to local service provider agencies; and

WHEREAS, the DRCOG Advisory Committee on Aging recommends the allotment of these federal and state funds.

NOW, THEREFORE BE IT RESOLVED that the Finance and Budget Committee authorizes the Executive Director to contract with the Colorado Department of Human Services for the Area Agency on Aging and to allocate and distribute up to \$27.0 million in state and federal funds for the period of July 1, 2021 through June 30, 2022 per the requirements set forth in the contract including contracting with local service providers.

RESOLVED, PASSED AND ADOPTED this _____ day of _____, 2021 at Denver, Colorado.

Wynne Shaw, 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 & Budget Committee

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

Meeting Date	Agenda Category	Agenda Item #
April 21, 2021	Action	6

SUBJECT

This action pertains to the purchase of land cover data on behalf of member governments, local partners, and the Colorado Water Conservation Board (CWCB) in support of local, regional, and state planning and decision-making.

PROPOSED ACTION/RECOMMENDATIONS

Staff recommends authorizing the Executive Director to negotiate and execute a contract with the Sanborn Map Company to create a landcover dataset.

ACTION BY OTHERS

N/A

SUMMARY

DRCOG has facilitated the joint purchase of imagery since 2002 and planimetric data since 2014, passing on time and cost savings to participating partners. Based on the success of previous regional data acquisition projects and a 2019 pilot project to produce land cover data for a portion of the Denver region, our partners have requested that DRCOG facilitate and manage the process to create a regional land cover dataset. Land cover categorizes the landscape into distinct classes like tree canopy and impervious surface, which are valuable for conservation efforts, flood planning, climate change work, and much more.

In March 2020, a Request for Proposals (RFP) was published to secure a vendor to create a land cover dataset. There were four respondents to the RFP. A review panel of DRCOG staff and external stakeholders reviewed the submittals. The panel concluded that the Sanborn Map Company was best positioned to perform the work due to their familiarity with regional imagery data, previous project requirements, their competitive pricing, and our partner's satisfaction with their past work.

A portion of the project will be funded through a Colorado Water Plan Grant awarded by the Colorado Water Conservation Board in the amount of \$101,103. DRCOG will contribute \$40,000 from the DRAPP fund to support this project. As in this instance, the DRAPP fund has historically been used to fill funding gaps in regional data acquisition projects and support new endeavors identified by partners. The remaining funds will come from member governments and regional partners.

The total contract with Sanborn is not expected to exceed \$250,000.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to approve a resolution authorizing the Executive Director to negotiate and execute a contract with the Sanborn Map Company in an amount not to exceed \$250,000, with a term of April 2021 through September 2022, to create a land cover dataset.

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 Ashley Summers, Information Systems Manager, at 303-480-6746 or asummers@drcog.org.

DENVER REGIONAL COUNCIL OF GOVERNMENTS

STATE OF COLORADO

FINANCE AND BUDGET COMMITTEE RESOLUTION NO. _____, 2021

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A CONTRACT WITH THE SANBORN MAP COMPANY IN AN AMOUNT NOT TO EXCEED \$250,000, FOR THE TERM OF APRIL 2021 THROUGH SEPTEMBER 2022, TO CREATE A LAND COVER DATASET.

WHEREAS, DRCOG facilitates the joint purchase of regional data; and

WHEREAS, DRCOG's partners requested that DRCOG facilitate and manage the process to collect a regional and land cover dataset; and

WHEREAS, a Request for Proposals (RFP) was published in March 2020 to secure a vendor to create the land cover dataset; and

WHEREAS, DRCOG received four submittals in response to the RFP; and

WHEREAS, a review panel consisting of DRCOG staff and external stakeholders reviewed the four proposals and concluded that the Sanborn Map Company was best positioned to perform the work due to their familiarity with regional imagery data, previous project requirements, their competitive pricing, and our partner's satisfaction with their past work; and

WHEREAS, DRCOG and other partners have committed to matching grant funds awarded by the Colorado Water Conservation Board (CWCB) to create a land cover dataset;

NOW, THEREFORE, BE IT RESOLVED that the Finance and Budget Committee authorizes the Executive Director to negotiate and execute a contract with the Sanborn Map Company in an amount not to exceed \$250,000, for the term of April 2021 through September 2022, to create a land cover dataset.

RESOLVED, PASSED AND ADOPTED this _____ day of _____, 20__
at Denver, Colorado.

Wynne Shaw, 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 #
April 21, 2021	Action	7

SUBJECT

This action is related to entering into a managed services agreement for information technology (IT) monitoring, support and maintenance.

PROPOSED ACTION/RECOMMENDATIONS

DRCOG staff recommends authorizing the Executive Director to execute a contract with OneNeck to provide monitoring, maintenance and support of DRCOG's IT infrastructure equipment and systems.

ACTION BY OTHERS

N/A

SUMMARY

Over the last few years, DRCOG's technology infrastructure trend has moved toward an increased number of cloud-based services to include the new accounting package, human resource management system, training platform, and helpdesk service center. Prior to these services being in the cloud, each of them would run on one or more servers located in our server room (i.e., *on-premises*). A result of this trend toward cloud-based services is fewer number of servers for IT to administer and less demand on DRCOG's IT team overall.

Historically, DRCOG's IT department has consisted of an IT manager and two network administrators. In the summer of 2020, one of the two network administrators retired. The pandemic and the trend toward more cloud-based services provided the opportunity for the IT team to reassess how IT provides support services to the DRCOG staff. Given the trend toward more cloud-based services, it became clear that the service and maintenance needs of the department had changed over time and that a managed services agreement would provide better support in our new environment.

Some of the services provided in the agreement include 24/7 monitoring of DRCOG infrastructure for both onsite and off-site servers, VMware, firewalls, phone system, and network storage/hardware. It would also provide 24/7 administration of devices such as regular server security patch management, software updates, data backups, and operating system backups; notifying staff of issues or problems with those devices and assisting with the resolution. In short, the expertise, hours of monitoring, and variety of services provided with this type of agreement simply surpass what a full-time employee could provide.

There are other managed services vendor options for supporting our equipment, however there is one that stands out significantly from the rest. OneNeck is the vendor who designed our current Cisco/EMC infrastructure. DRCOG purchased the Cisco/EMC equipment from OneNeck and they installed it. OneNeck handled decommissioning the equipment in the old building and installing it in the new building during our office move. OneNeck is also the vendor we have used exclusively for time/materials support.

OneNeck knows our infrastructure environment better than any vendor. Because of their familiarity with our equipment, OneNeck is better positioned than any other vendor to provide high quality monitoring, management, and support. The amount of this agreement is expected to be approximately \$130,000 and is mostly offset by the cost of hiring an additional employee which was included in the 2021 approved budget.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

Move to approve a resolution authorizing the Executive Director to execute a managed services agreement with OneNeck to provide support, monitoring and maintenance for DRCOG's IT infrastructure in the amount of approximately \$130,000 for a one-year term with an option to renew for two additional years 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 Jenny Dock, Director of Administration and Finance at 303-480-6707 or jdock@drcog.org.

DENVER REGIONAL COUNCIL OF GOVERNMENTS

STATE OF COLORADO

FINANCE AND BUDGET COMMITTEE

RESOLUTION NO. _____, 2021

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A MANAGED SERVICES AGREEMENT WITH ONENECK TO PROVIDE SUPPORT, MONITORING AND MAINTENANCE FOR DRCOG'S INFORMATION TECHNOLOGY (IT) INFRASTRUCTURE IN THE AMOUNT OF APPROXIMATELY \$130,000 FOR A ONE-YEAR TERM WITH AN OPTION TO RENEW FOR TWO ADDITIONAL YEARS UPON SATISFACTORY PERFORMANCE.

WHEREAS, over the last few years, DRCOG's technology infrastructure trend has moved toward an increased number of cloud-based services resulting in fewer servers and less demand on DRCOG's IT team; and

WHEREAS, the pandemic and the retirement of a long term IT team member provided the opportunity for IT staff to reevaluate the organizations needs in our current environment; and

WHEREAS, IT staff discovered that a managed services agreement with a competent vendor would provide far better monitoring, support and maintenance than one full time employee; and

WHEREAS, OneNeck is best positioned to provide such services due to their in-depth knowledge of our IT equipment, systems and overall environment; and

WHEREAS, the cost to secure a managed services agreement with OneNeck is mostly offset by not replacing a fulltime IT employee included in the 2021 approved budget.

NOW, THEREFORE, BE IT RESOLVED that the Finance and Budget Committee authorizes the Executive Director to execute a managed services agreement with OneNeck to provide support, monitoring and maintenance for DRCOG's IT infrastructure in the amount of approximately \$130,000 for a one-year term with an option to renew for two additional years upon satisfactory performance.

RESOLVED, PASSED AND ADOPTED this _____ day of _____, 20__ at Denver, Colorado.

Wynne Shaw, 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@drcog.org

Meeting Date	Agenda Category	Agenda Item #
April 21, 2021	Informational Item	7

SUBJECT

The budget is a fiscal guide for the operation of DRCOG from July 1, 2021 – June 30, 2022. The budget highlights work activities in DRCOG's Work Plan for the Denver metropolitan region.

PROPOSED ACTION/RECOMMENDATIONS

No action requested. DRCOG staff requests the Finance and Budget Committee review and provide revisions, if needed, to the fiscal year 2021/2022 budget.

ACTION BY OTHERS

[February 17, 2021](#) – Board of Directors approval to modify the Articles of Association to reflect a new budget cycle of July 1 – June 30 of each year.

SUMMARY

Each year the Finance and Budget Committee reviews and recommends approval of a proposed budget to the Board of Directors for the coming year. As such, a 2021 calendar year budget was presented and approved by the Board of Directors in November 2020. In February, staff sought and gained approval from the Board of Directors to amend DRCOG's Articles of Association to reflect a new budget cycle (July 1 – June 30) which aligns DRCOG's fiscal year with the state's fiscal year. Attached is the draft budget for the new fiscal year of July 1, 2021 – June 30, 2022.

Staff requests the Finance and Budget Committee review the fiscal year 2021/2022 draft budget and provide any needed revisions.

PREVIOUS DISCUSSIONS/ACTIONS

N/A

PROPOSED MOTION

N/A

ATTACHMENTS

Link: [Fiscal year 2021/2022 Draft Budget](#)

ADDITIONAL INFORMATION

If you need additional information, please contact Douglas W. Rex, Executive Director, at 303-480-6701 or drex@drcog.org; or Jenny Dock, Director of Administration and Finance at 303-480-6707 or jdock@drcog.org.

ATTACH G

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 #
April 21, 2021	Informational Item	9

SUBJECT

This informational item pertains to updating the committee on the contracting process with Preferred Community Health Providers (PCHP) to provide services to or on behalf of Anthem Blue Cross and Blue Shield Colorado commercial and Medicare Advantage plans.

PROPOSED ACTION/RECOMMENDATIONS

No action is requested. This item is for informational purposes only.

ACTION BY OTHERS

N/A

SUMMARY

DRCOG is designated by the State as the Area Agency on Aging (AAA) for the 8-county Denver metro region. It receives and administers federal Older Americans Act (OAA) and State Funding for Senior Services (SFSS) monies through its contract with the Colorado Department of Human Services (CDHS) to provide services to older adults and their caregivers throughout the region.

In August of 2019, staff expressed the necessity to increase funding, develop new partnerships, and expand the AAA business model to keep up with the growing aging population and the demand for services in the region.

The state and federal government are looking for ways to lower health care costs while preserving health outcomes and have recognized how community services like those provided by AAAs and other community-based organizations can play a role in this effort. As a result, federal and state governments are incentivizing health care providers and insurers to work with community organizations. Medicare is covering more services such as transportation, nutrition, case-management and transition services,

In 2019 PCHP contacted Colorado AAAs explaining that Anthem wanted to expand transition services to their Colorado market and asked DRCOG to contract with them to provide these services to Anthem members and/or beneficiaries.

As part of due diligence, DRCOG staff talked with other AAAs throughout the country that have this same contract with PCHP. Staff learned the benefits and challenges that accompany the program. The biggest benefit is that it establishes partnerships with an insurance company and helps prepare for a new model of payment for AAA services. At that time, challenges included fronting start-up costs, slow referrals, and cost over-runs. Since this initial process of discovery, PCHP produced data and other information showing that referrals in the DRCOG region are on the rise (approximately 80 per month currently) and likely to increase in the coming year. Increased referrals present

additional challenges related to existing capacity in the AAA in the short run, however the benefits of establishing key partnerships and increased AAA funding make the program well worth the investment of time and resources.

The contracting process, previously delayed by the COVID pandemic, is now underway with an expected execution date of June 2021. Although earlier projections pointed toward a loss of approximately \$35,000 in the first year, PCHP has modified the reimbursement structure and DRCOG now anticipates being able to fully cover costs in the first two years of the program. Training of DRCOG staff is expected to begin in June 2021 with services commencing in July 2021.

PREVIOUS DISCUSSIONS/ACTIONS

[December 18, 2019](#) – Finance and Budget committee approval to contract with PCHP Resolution No. 30

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 Jayla Sanchez Warren, Director Area Agency on Aging, at 303-480-6735 or jswarren@drcog.org.