

## Request for: DRCOG's Activity Based Travel Demand Model

To request a copy of DRCOG's regional activity based travel model (Focus) please fill out the model release agreement form by clicking [here](#). The form will need to be signed by someone with authority. Submit the scanned copy of the signed form by either an e-mail or a letter to:

**Steve Cook**, Transportation Modeling and Operations Manager  
1290 Broadway, Denver, CO 80203  
[scook@drcog.org](mailto:scook@drcog.org)

### Your e-mail/letter should include:

- Name of the firm using the model and contact information of the project manager
- Name of your client agency and project manager, in the case of requests from consultants and academics.
- Name and the purpose of the project/study
- How you intend to use the travel model
- Approximate duration of the study.
- Map of the study area.

### What we ask of you:

- If you find anomalies or errors in the data or model, please let us know, so that we can address them as quickly as possible.
- Provide a copy or a link to pertinent draft and final reports of the study.

### Our response to you:

Our staff will respond to your request detailing what can be provided, on what timeline and at what cost, if applicable. We reserve the right to charge for model requests if a special preparation of the model or assistance is expected to take more than three hours of our staff time.

If a better understanding of the request is needed, an in-person meeting will be held.

### Notes:

1. Running the travel demand model requires the use a proprietary software package:  
TransCAD Version 6.0 Build 9055, Microsoft Visual Studio Professional 2012 version 11.0.50727.1, and Microsoft SQL Server 2008 R2 developer version with Microsoft SQL Server Management Studio 10.50.2550.0
2. We do not have the resources to staff an unlimited "help desk" for the regional travel model, so it is expected that requesters of the travel model will have the knowledge and skills to use the model with minimal assistance from our staff.
3. It is our general policy to transmit the most recently updated travel model used for an Air Quality Conformity Determination adopted by the DRCOG Board.
4. DRCOG provides the model on an "as is" basis and makes no guarantee, representation or warranty; either expressed or implied, as to the completeness, accuracy or correctness of the forecasts for a particular use or purpose.
5. DRCOG staff discourages using raw outputs directly for technical, roadway operation, or LOS analyses. Instead, use the change in assigned traffic volumes (percent and/or incremental) as the basis for estimating future volumes
6. Results and outputs from a new model run shall not be presented as having been generated, reviewed or approved by DRCOG.

Update: 8/1/2017