



**COLORADO**  
**Department of Transportation**

Division of Transit & Rail

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**DATE:** September 14, 2018  
**TO:** Transit & Rail Advisory Committee  
**FROM:** David Krutsinger, Director - Division of Transit & Rail  
 Brodie Ayers, Grants & Mobility Unit Manager  
 Qing Lin, Budget & Policy Analyst  
**SUBJECT:** Transit Grants Quarterly Report

Purpose

The memo provides the TRAC a quarterly update on the Transit Grants Program.

Action

For information only. No action needed.

Background

Policy Directive 704 states that the T&I Committee shall review quarterly reports submitted by DTR which contain the expenditures and status of all FASTER funded projects and the reconciliation of FASTER funding. FTA Circular 5010.1E requires that CDOT, as a recipient of FTA funds, provide Federal Financial Reports (FFR's) and Milestone/Progress Reports (MPR's). This information is assembled by members of the Division of Transit & Rail (DTR), the Business Office within the Division of Accounting and Finance (DAF), and the Office of Financial Management & Budget (OFMB).

Details

Table 1 provides a summary of all projects and the status of contracting and spending, by year of funding.

**Table 1: Financial Trends from Budget to Expenditure**

Funding Source & Year	Budgeted	Total Available Including Roll-Over	% Contracted Last Qtr	% Spent Last Qtr	% Contracted This Qtr Ending 6/30/2018	% Spent This Qtr Ending 6/30/2018
FASTER SFY 2014-15	\$15 M	\$26.2 M	100%	82%	100%	95%
FASTER SFY 2015-16	\$15 M	\$20.7 M	100%	53%	100%	64%
FASTER SFY 2016-17	\$15 M	\$17 M	100%	42%	100%	62%
FTA FFY 2014-15	\$17.3 M	\$17.7 M	100%	91%	100%	91%
FTA FFY 2015-16	\$17.2 M	\$18.0 M	100%	83%	100%	89%
FTA FFY 2016-2017	\$18.1 M	\$18.6 M	100%	67%	100%	72%

Notes:

Budgeted and Total Available Amounts here do not include local matching dollars.  
 SFY = State Fiscal Year July 1 - June 30, FFY = Federal Fiscal Year October 1 - September 30.



**Project Assistance / Lessons Learned**

PD 704 asks DTR to regularly identify projects that are experiencing significant changes to scope, schedule, or budget. Once identified, DTR staff then can apply more project management controls, offer more technical assistance, or it can serve as an advance notice to the T&I Committee that some projects may be subject to PD 703’s rules regarding budget changes. Table 2 presents the highlights for relevant projects and agencies.

<b>Table 2: Projects Experiencing Significant Changes</b>		
<b>Project</b>	<b>Change being Experienced</b>	<b>Description / Response</b>
City of Pueblo, Tire Changing Machine - FTA SU 5339 2014 - \$8,500	Delay in requesting procurement approval, the project expires 12/31/2018,	No request from the City to peruse a procurement for this project. If procurement request is not received by October, the grant will be close in December.
City of Greeley, Replacement Vehicle - FTA SU 5210 2017 - \$104,206	Delay in requesting procurement approval, due to lack of State Price Agreement for Body on Chassis (BOC) vehicles.	BOC Price Agreement estimated to be completed in October/November, will work with City of Greeley to extend timeline of the project.
Silver Key, Replacement Vehicle - FASTER Funds 2017 - \$60,000	Delay in requesting procurement approval for BOC vehicle.	Silver Key as expressed a desire to extend the timeline of the project, DTR will work with Silver Key to see if the organization has the capacity to complete the project.
Town of Telluride, Archuleta County, & Lake County - FTA 5311 2018	All three organizations have failed to report on quarterly reports, and are over a month overdue for the report.	DTR has notified all three organizations that no reimbursement requests shall be paid until they complete the quarterly reporting requirements set forth in the Grant Agreement.
Trinidad Multimodal Station - FASTER Funds 2011 - FASTER Funds 2013 - \$330,920	The project was withdrawn from the City of Trinidad in Oct. 2016. A scaled-down passenger shelter will be completed with Amtrak to close the mitigation obligations incurred by CDOT when I-25 was reconstructed. The cost is expected to be significantly less than the original version.	Amtrak negotiating a land agreement with BNSF Railway. Amtrak completed a site visit May 2017 to further discussions about the shelter specifications. CDOT & Amtrak started scope negotiations in August.
RTD Colfax / 15L Improvement Project - FASTER Funds 2016 - \$770,000	RTD’s environmental clearances process took longer than expected. RTD has provided regular updates to report on progress.	The project is fully charged and can be closed soon. The RTD Program manager is very responsive and is working to close the project.

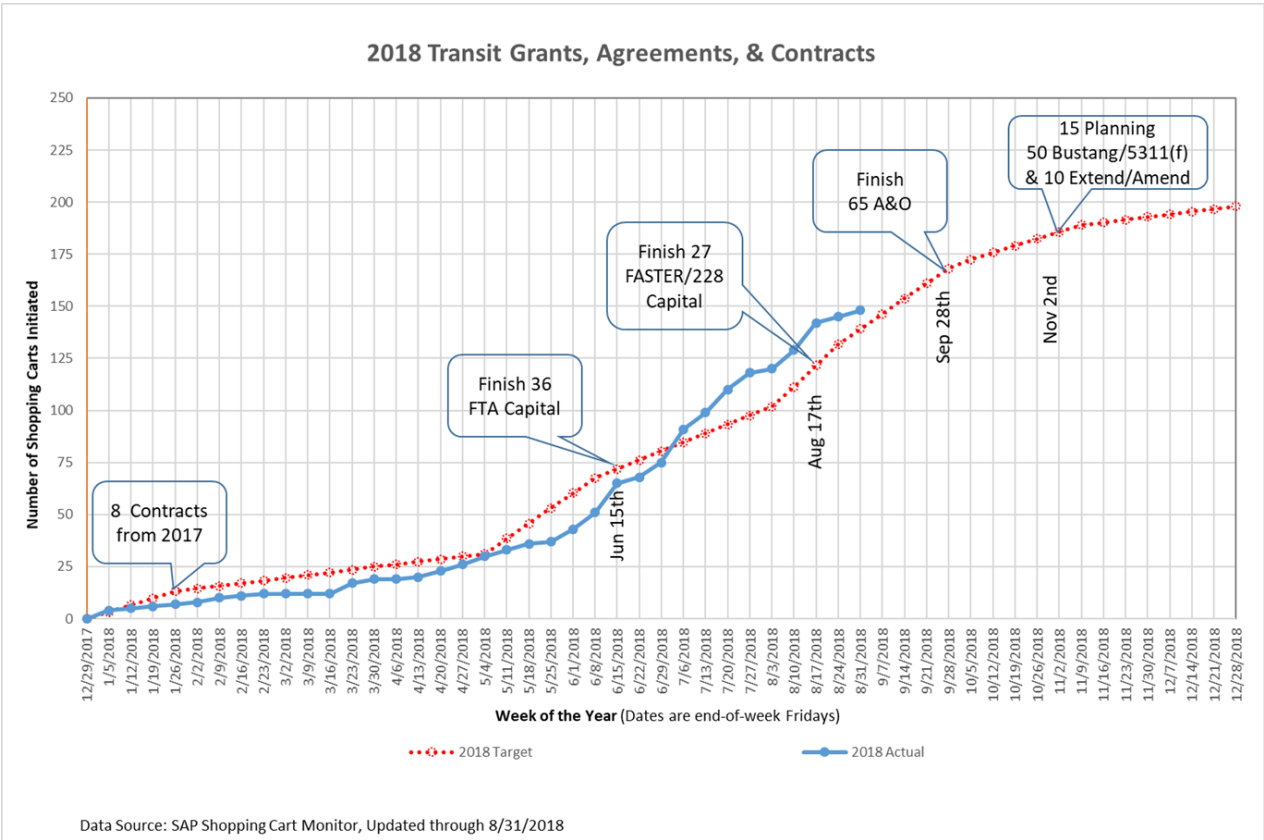
**Transit Grant Contracting & Invoicing Performance**

Table 3 below summarizes the year-over-year progress, showing significant, sustained improvement. Figure 1 provides graphic representation of the timely contracts goal. The dashed line (circle markers) is the target trend line. The solid line (solid markers) is 2018 progress from January 1 through August 31, 2018. The 2018 progress stands at 148 of the forecast 198 contracts to be delivered for the year.



Table 3: Summary of Grant Contracting & Invoicing Performance	
Goal Area	Results
Timely Contracts	Normal Year: 175 to 200 Grant Agreements, Contracts, & Extensions 2015 Goal: 210 contracts & extensions by Thanksgiving. Met goal. Completed 228 total. 2016 Goal: 235 cont. & ext. 4 wks earlier than 2015. Achieved 2 wks earlier, 246 total. 2017 Goal: 185 contracts & extensions met, 224 total for calendar 2017. 2018 Goal: 198 contracts & extensions for calendar year 2018.
Timely Payments (Average Days ≤ 30 Days)	45 days to payment, average for SFY July 1 2013 - Jun 30 2014 35 days to payment, average for SFY July 1 2014 - Jun 30 2015 29 days to payment, average for SFY July 1 2015 - Jun 30 2016 26 days to payment, average for SFY July 1 2016 - Jun 30 2017 25 days to payment, average for SFY July 1 2017 - Jun 30, 2018 28 days to payment, average for SFY July 1 2018 - Aug 30, 2018 (year to date)
No Statutory Violations	12 Statutory Violations occurred in 2014 2 Statutory Violations in calendar 2015 2 Statutory Violations in calendar 2016 1 Statutory Violation in calendar 2017 (June 2017; 14 mo prior, 6 mo now without a S.V.) 0 Statutory Violations in calendar 2018

Figure 1: Timely Contracts Tracking, Goal vs. Actual for Calendar Year 2018



**Next Steps**

The next quarterly report will be available for the November 2018 meeting.

**Attachments:** None

