

**Traffic and Revenue (T&R)
Project Leadership Team
PLT Meeting #1
Agenda
April 24, 2013
9 AM-Noon
Idaho Springs**

1. Introduction to the Meeting (Bemelen)

- a. Welcome and opening remarks (Bemelen)
Meeting objective - Conduct Steps 1 and 2 of CSS process
- b. Agenda review, ground rules, and meeting objectives (Singer)
 - i. Develop basic information for chartering agreement
 - ii. Develop standard operating procedures
 - iii. Explain teams roles and responsibilities
- c. Introductions (state your name, affiliation, objectives, issues)
- d. Overview of process (Singer)

2. Project Description (Acimovic)

- a. Background
- b. Traffic and Revenue Study
- c. Options

3. PLT Overview and Responsibilities (Singer)

4. Project Context/Mission (Singer)

- a. Develop draft context/mission statement (from 1b)
- b. Edit and finalize context/mission statement

BREAK

5. Critical Success Factors and core values (Singer)

- a. Develop list of critical success factors and core values
- b. Edit a draft list of critical success factors and core values

6. Roles and Responsibilities/Project Structure (Singer)

- a. Identify project stakeholders
- b. Identify project teams (e.g., Project Staff, Technical Team, Issue Task Force)
- c. Identify roles and responsibilities for Project Leadership Team, Technical Team, Issues Task Forces

7. Operating Guidelines (Singer)

- a. Meeting schedules
- b. Document submittal and review
- c. Communication mechanisms

8. Final Remarks and Next Steps (Bemelen)

PROJECT LEADERSHIP TEAM KICKOFF MEETING MINTUES

MEETING DATE: APRIL 24, 2013

I-70 TRAFFIC AND REVENUE STUDY

PROJECT NO: IM 070A-017

PROJECT CODE: 19455

1. Introductions and Agenda

- Jim Bemelen – CDOT conducted Traffic and Revenue training a few weeks ago. If anyone would like to have this training offered again, CDOT will setup another meeting to review the data.
- David Singer – reviewed agenda and purpose.
- Introductions and state what is important to you for this process
 - i. Ben Acimovic (CDOT) – Wants to determine the feasibility of this project.
 - ii. Ralph Trapani (PTG)– Develop a good data set for future efforts and determine needs of Clear Creek County and other stakeholders and core values.
 - iii. Melinda Urban (FHWA) – continued use of CSS and relationships.
 - iv. Angie Drum (CDOT) – General process of T&R on this corridor (recreation vs. commuting) and seeing if there is something the economical feasible and politically accepts.
 - v. Cindy Condon (Idaho Springs)– wants to see collaborative process continue.
 - vi. Nick Farber(CDOT/HPTE) – Is this a feasible project that can help the state.
 - vii. Tim Mauck (Clear Creek County) – How this project meshes with and incorporates the other studies, assumptions, and data so that good alternatives are developed and comparisons made to determine what is feasible in the corridor.
 - viii. Cindy Neely (Clear Creek county – Good CSS record and hope to see that continue, and determine what is a feasible a project. Hope this can merge all kinds of data from AGS and Peak Period Shoulder.
 - ix. Elena Wilkin (CASTA) – wants to know more about T&R to apply to other corridors and look for data driven decisions.

- x. Mark Imhoff (CDOT) – learn more and explore potential for transit for all alternatives.
- xi. Dick Bauman (CDOT) – can we find a financial and buildable project, acceptable to communities.
- xii. Scott Burton– JeffCo – learn more about the process.
- xiii. Eva Wilson-(Eagle County) – here to support the process and provide local input and determine where we go.
- xiv. Jim Bemelen(CDOT) – publically acceptable and financially feasible to pay for itself.
- xv. Tom Schilling (PTG team) – build a strong foundation for a partnership.
- xvi. Joe Kracum (PTG) – agreeable data set.
- xvii. Larry Sly (PTG team – work with team to develop a process that is financeable and feasible.
- xviii. Tom Hale (Georgetown) – highway to serve CCC and its communities and that it is not just a pass through corridor. Want to understand impacts of highway, construction, environment, and local access.
- xix. Kevin O’Malley (citizen observer)– no comment
- xx. David Krutsinger (CDOT)– no comment
- xxi. Tom Breslin(CCC) – interested in project.
- xxii. Bob Smith (CDOT) – more consensus and can we get something built.

2. Project Overview and Feasibility Study Results

- I-70 PEIS ROD was completed. Shortly thereafter, CDOT received an unsolicited proposal from Parsons. CDOT review and determined this proposal had merit. CDOT asked for comparable proposals. Two proposals were received. CDOT decided to move forward with T&R phase only with Parsons support.
 - i. Level 1 T&R – High level/Sketch Level
 - ii. Level 2 T&R – More in–depth study of costs and revenue
 - iii. Level3 T&R – Investment grade
- Broke level 1 &2 T&R into 2 stages
 - i. 1st stage will be Min and Max improvements as defined in the PEIS and ROD. Sketch level analysis first. If feasible, then these will advance into Level 2. Will include AGS rideshare as well.
 - ii. 2nd stage will look at others - 2 and 3 lane reversible system plus 2 other alternatives to be determined. Will get the tech team together to determine these other alternatives.
 - iii. If this is determined feasible, then would move into Tier 2 EIS and Tier 2 T&R

iv. Ernst and Young will be doing financial analysis. Parsons doing engineering support. Soliciting for T&R consultant now and should have a selection under contract by July 2013.

- Is there flexibility to do more/less than 4 alternatives? CDOT budgeted for 4 alternatives but if we need to adjust, we can. May need more budget for the team to analyze.

3. PLT Overview and Responsibilities

- Working on Steps 1 and 2 at this point.
- Will develop the technical aspects once the rest of the team is on board. Want to develop Steps 1 and 2 to provide direction to the technical team.
- Reviewed checklist on how to start the project. We have representation from CDOT, FHWA, Consultants, and Communities.
- We have more than the 10-12 members present. Do we have the right PLT members established? Discussion:
 - i. What are the limits of the project? Jim B – C-470 to Silverthorne for study but impacts are beyond this.
 - ii. Eagle County needs to be on the PLT list.
 - iii. Ben A. to check with those that have not responded about their status.
 - iv. CASTA was involved in the collaborative effort and represented the transit agencies along the corridor. CASTA should be on the PLT.
 - v. What about environmental focus groups? Having them at the table makes sure we address their concerns. Jim B. – they need to be on the technical team to provide their input on technical aspects.
 - vi. Please send list of names for the technical team to David and Ben.
 - vii. Casey Tighe will be the JeffCo representative on the PLT.
- Role for the PLT – Lead the project, Champion the CSS, Enable decision making

4. Context Statement

- I-70 Draft context statement for the T&R is taken from the I-70 context statement and is provided in the handouts. Discussion:
 - i. A lot of space given to funding problem. If project goes from C-470 to Silverthorne, the 4th paragraph is not specific enough to respecting unique communities and natural environment in a tight mountain corridor. It does not define this context and is too general.
 - ii. Somewhere we need to include multi-modal. Insert in Paragraph 4 to address multi-modal transportation.
 - iii. This appears to be about the context of the road, not the context about where the road sits.

- iv. Project needs to fit the context, not context fitting project. Cindy N will provide draft language to David S for consideration.

5. Critical Success Factors

- Goals
 - i. Goals can be a number of things. What do we want our goals to be?
 - ii. Think about drivers, issues, concerns, and opportunities. Think about it in the context of other projects.
 - iii. Ability to finance solutions
 - iv. Provide a multi-modal solution
 - v. Need to find a Balance – how do we move the most people through the corridor with the least number of impacts? Maximize capacity while minimizing impacts.
 - vi. Get a robust and defensible data collection set – providing consistency and reliability.
 - vii. Determine consistency with data that is being collected by other studies and determine need to reconcile.
 - viii. Need to have a realistic picture of all the options – What funding would you have to have in place? Would it pay for itself? If they cannot, then the project may not advance.
 - ix. Roadmap for the next steps.
 - x. All studies will be based upon assumptions. Need agreement on assumptions, T&R, and cost for doing the project.
 - xi. What do you do if the facility is almost financially feasible – for example it generated 80% of the money it needs. CDOT and PLT would have to understand where the other 20% would come from. What is the best physical solution?
 - xii. Identify all risks – finance, community, construction, acceptability, environmental, political. Adhere to the ROD.
 - xiii. Need a user standpoint as well as stakeholder support.
 - xiv. The PEIS identified a lot of latent demand. Need to get the professionals involved that can put a number to this. What are the options to allow this demand to use this corridor?
 - xv. Leverage what the statewide plan is doing for economic development. What is the impact of the return for the additional use?
- Draft Core Values
 - i. Core Values need to be compared against the preferred alternative, which has consensus.

- ii. It would be great to have a picture of the “financeability” that also meets the stakeholder consensus. Solution needs to have general support in the corridor.
- iii. A number of the critical success factors can be used in this section.

6. Roles and Responsibilities

- Technical team
 - i. The tech team will convene more often. If they get stuck, then the PLT convenes to help out. Need some level of peer review and validations.
 - ii. Who from a technical perspective should be involved – Environmental groups? DRCOG?
 - iii. Need some traffic expertise – CDOT Traffic Engineer. Obtain local traffic demand data.
 - iv. Need a modeler such as Eric S. with CDOT. Model needs to consider latent and pent up demand.
 - v. Forest Service, Parks and Wildlife, ALIVE, SWEEP, Section 106 representatives.
 - 1. Remember to stay high level at this point. Need to accommodate in our cost estimate so we can do it right. Need the whole list of assumptions in the ROD checked and updated.
 - vi. Should we have a CDOT cost estimator on the team – No, just check in with the group as needed.
 - vii. Team needs to understand the local traffic movement. The T&R firms have plans and thoughts on how to capture this data.
 - viii. Need an issue task force to tackle P3 delivery concepts.
 - ix. Need to have technical team stay high level but then have focused. Use issue task force meetings to address details.
 - x. Bring in experts to brief the main topics. The technical team would evaluate, pick the criteria. Tech team would have the expertise to evaluate all the issues as a whole and bring in experts as needed.
 - xi. Other groups to consider for technical team includes Ski industry, Trucking industry, Emergency providers
 - xii. A member of the I-70 Coalition Technical Team (Thad Knol?)

7. Operating Guidelines

- Make agenda and minutes available quickly
- Taking lessons learned from previous efforts to determine what can help this project
- Open discussion of assumptions, options, and risks
- Transparency was a benefit on Twin Tunnels

- Identify concerns early on
- A Website has not yet been setup for T&R. PLT would like to get a website setup.
- Keep track of criteria and document

8. Conclusions / Next Steps

- Draft schedule presented but need to get T&R firm on board before finalizing the schedule.
- Meeting schedule
 - i. Week #4, Wednesday afternoon
 - ii. Will rotate meeting location throughout the corridor
 - iii. Next meeting to discuss understanding of Minimum and Maximum program and presentation of the Parsons plan
 - iv. Next meeting May 29th, 1:00 PM in Golden



I-70 Mountain Corridor

Traffic and Revenue Study
Project Leadership Team Kickoff Meeting
April 24, 2013



Jim Bemelen - I-70 Mtn Corridor Manager
David Singer - Environmental Manager
Ben Acimovic - Project Manager
Ralph Trapani-Parsons Project Manager

STATE OF COLORADO
DEPARTMENT OF TRANSPORTATION
REGION 1 I-70 MTN CORRIDOR PROGRAM
425A CORPORATE CIRLCE - GOLDEN, CO 80401



MEETING AGENDA

6-Step Process

In This Meeting:

1. **Define Desired Outcomes and Actions** ←
2. **Endorse the Process** ←
3. Establish Criteria
4. Develop Alternatives or Options
5. Evaluate, Select, and Refine Alternative or Option
6. Finalize Documentation and Evaluate Process

9:05	Agenda and Introductions
9:20	Project Description
9:40	PLT Overview and Responsibilities
10:05	Context Statement
10:40	Break
10:50	Critical Success Factors and Core Values
11:15	Roles and Responsibilities/Project Structure
11:25	Operating Guidelines
11:45	Conclusions / Next Steps





AGENDA

Introductions and
Agenda

→ Project Description

PLT Overview &
Responsibilities

Project Context/Mission

Break

Critical Success Factors

Roles and Responsibilities

Operating Guidelines

Conclusions / Next Steps



How did we get here?

- July 2011- Parsons submits Unsolicited Proposal (USP) for co-development of the I-70 Mountain Corridor
- August 2011-January 2012- Parsons Unsolicited Proposal was vetted by CDOT/FHWA and their consultants
- June-August 2012- CDOT advertises and interviews for "Comparable Proposals"
- October 2012- Parsons was notified as "Best Value" submitter
- December 2012- CDOT/FHWA decision to move ahead with independent Traffic and Revenue Study
 - Evaluate potential toll revenues for Minimum and Maximum Programs
 - Conduct independent toll revenue study for Parsons plan
 - Evaluate other options (including ideas from Technical Team)
- May 2013- CDOT selects T&R Study consultant

PLT OVERVIEW & RESPONSIBILITIES

6-Step Process



OUTPUTS FOR TODAY'S CHARTERING EXERCISES

- CONFIRM MEMBERSHIP FOR PLT, TECHNICAL TEAMS AND ISSUE TASK FORCES
- DRAFT CONTEXT STATEMENT
- IDENTIFY PROJECT GOALS/OUTCOMES
- IDENTIFY CORE VALUES
- DECISION MAKING



PLT OVERVIEW & RESPONSIBILITIES

6-Step Process



MEMBERS OF THE PLT

• THE PLT IS THE LEADER OF THE PROJECT AND CONSISTS OF FHWA, CDOT, AND CORRIDOR LEADERS

- FHWA: 1-2 REPRESENTATIVES
- CDOT PROGRAM ENGINEER: 1 REP
- CDOT PROJECT MANAGER: 1 REP
- COMMUNITY LEADERS: 1-2 REP
- CDOT ENVIRONMENTAL LEAD: 1 REP
- OPEN SEAT BASED ON PROJECT NEEDS: 1 REP
- CONSULTANT PROJECT MANAGER: 1 REP
- CONSULTANT PROJECT FACILITATOR (s)
- CONSULTANT STAFF FOR TECHNICAL EXPERTISE

THE MISSION OF THE PLT IS BEST ACCOMPLISHED BY MAINTAINING A PLT OF 10 TO 12 MEMBERS.





I-70 TRAFFIC & REVENUE PLT MEMBERS

I-70 T&R PLT

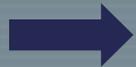
• Alternates/Others

- Randy Jensen, FHWA
- Angie Drumm, CDOT
- Cindy Neely, CCC
- Tom Hayden, CCC
- Phil Buckland, CCC
- Margaret Bowes,
I-70 Coalition
- Karn Stiegelmeier,
Summit County
- Thomas Breslin, CCC
- Eagle County rep
- David Krutsinger,
CDOT

Jim Bemelen	CDOT, I-70 Mtn Corridor Manager
Ben Acimovic	CDOT, Project Manager
David Singer	CDOT, Environmental Manager
Ryan Rice	CDOT, Director of Operations
Nick Farber	HPTE Project Manager
Ralph Trapani	Parsons Project Manager
TBD	T & R Consultant Lead
Mark Imhoff.	CDOT, Division Transit & Rail
Melinda Urban	FHWA
Tim Mauck	Clear Creek County
Jack Morgan	City of Idaho Springs
Dan Gibbs	Summit County
Stan Zemler	I-70 Coalition
Tom Hale.	Town of Georgetown
TBD.	Jefferson County



6-Step Process



Role #1: LEAD THE PROJECT

- IDENTIFY ALL RELEVANT MATERIALS FOR THE PROJECT, DISCUSS SURROUNDING CONTEXT, ESTABLISH PROJECT GOALS,
- DETERMINE THE TEAMS NEEDED FOR EACH THE PROJECT OUTCOMES AND IDENTIFY THE MEMBERS NEEDED FOR EACH TEAM
- ASSIST IN STAFFING OTHER TEAMS NEEDED FOR THE PROJECT



6-Step Process

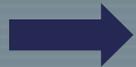


Role #2: CHAMPION CSS



- ENSURE THAT THE CSS GUIDANCE, CONTEXT STATEMENT, CORE VALUES, AND THE 6-STEP PROCESS ARE INTEGRATED INTO THE PROJECT
- THE PLT HAS PRIMARY RESPONSIBILITY FOR ENSURING THAT STEP 1 AND 2 OF THE 6-STEP PROCESS ARE ACCOMPLISHED
- REVIEW AND ENDORSE REQUIRED CSS ELEMENTS SUCH AS THE PROJECT WORK PLAN AND OTHERS

6-Step Process



ROLE #3: ENABLE DECISION MAKING



- APPROVE THE PROJECT-SPECIFIC DECISION-MAKING PROCESS FOR THE PROJECT
- IDENTIFY AND IMPLEMENT THE STEPS NEEDED TO RESOLVE ANY ISSUES AND MAKE A DECISION
- FACILITATE FORMAL ACTIONS REQUIRED BY COUNCILS, BOARDS, AND/OR COMMISSIONS TO KEEP THE PROJECT MOVING FORWARD
- THE PLT DOES NOT MAKE THE FINAL SELECTION OR ENDORSE THE PROJECT RECOMMENDATIONS. RATHER, THE PLT ENSURES THAT THE RECOMMENDATION IS DEVELOPED IN AN OPEN, COLLABORATIVE PROCES.

CONTEXT STATEMENT – I-70 MTN CORRIDOR

6-Step Process



- 1**
Define Desired Outcomes and Actions
- 2**
Endorse the Process
- 3**
Establish Criteria
- 4**
Develop Alternatives or Options
- 5**
Evaluate, Select, and Refine Alternative or Option
- 6**
Finalize Documentation and Evaluate Process



The I-70 Mountain Corridor is a magnificent, scenic place. Human elements are woven through breathtaking natural features. The integration of these diverse elements has occurred over the course of time.

This corridor is a recreational destination for the world, a route for interstate and local commerce, and a unique place to live.

It is our commitment to seek balance and provide for twenty-first-century uses.

We will continue to foster and nurture new ideas to address the challenges we face.

We respect the importance of individual communities, the natural environment, and the need for safe and efficient travel.

Well-thought-out choices create a sustainable legacy.

What is a Context Statement?

A context statement seeks to capture in words the special qualities and attributes that define a place as unique. A context statement should capture in words that which was true fifty years ago and that which must be considered during the development of improvements in order to sustain truth in those same words for fifty years to come.

6-Step Process



The I-70 Mountain Corridor is Colorado's only east-west interstate and the primary access route from Denver to the commercial and recreational destinations of the Colorado mountains.

Current I-70 roadway geometry is constrained, with narrow shoulders and tight curves resulting in decreased safety, mobility, accessibility and capacity for travelers.

Traditional funding sources are not adequate to construct the minimum or maximum programs identified in the I-70 Mountain Corridor PEIS Record of Decision.

To advance facilities that address transportation needs while respecting the unique communities and environmental resources of the corridor, CDOT must identify non-traditional funding programs which could include express lanes.

Sound decision-making requires the consistent application of industry standard traffic, impact and cost data across all potential programs.

CRITICAL SUCCESS FACTORS

6-Step Process



CRITICAL SUCCESS FACTORS FOR THE I-70 TRAFFIC AND REVENUE STUDY

- PROJECT GOALS
- DESIRED OUTCOMES
- CORE VALUES



CRITICAL SUCCESS FACTORS – I-70 PPSL

6-Step Process



CRITICAL SUCCESS FACTORS FOR THE I-70 TRAFFIC AND REVENUE STUDY

WHAT TO THINK ABOUT:

- PROJECT DRIVERS
- ISSUES AND CONCERNS
- OPPORTUNITIES



6-Step Process



CRITICAL SUCCESS FACTORS FOR THE I-70 TRAFFIC AND REVENUE STUDY

- PROJECT GOALS / DESIRED OUTCOMES
 - VALIDATE AND DETERMINE FINANCIAL FEASIBILITY OF P3 CONCEPTS
 - ACCEPTANCE OF NON-PUBLIC FINANCING SOLUTIONS INTO THE DISCUSSION OF CORRIDOR STRATEGIES
 - MAINTAIN THE COLLABORATION AND COMMUNICATION SUCCESSES OF RECENT PROJECTS
 - PROVIDE RECOMMENDATIONS FOR NEXT LIFE CYCLE PHASE SHOULD CONCEPTS PROVE FEASIBLE
 - OTHERS?

DRAFT CORE VALUES

6-Step Process



- SAFETY
- MOBILITY & ACCESSIBILITY
 - RELIABILITY
- COMMUNITY
- CONSTRUCTABILITY & AFFORDABILITY
 - ABILITY TO PAY FOR IMPROVEMENTS
- ENGINEERING CRITERIA AND AESTHETIC GUIDELINES
 - BALANCED DESIGN USING THE CSS GUIDANCE
 - AESTHETICS INSPIRED BY THE SURROUNDINGS
- HEALTHY ENVIRONMENT
- DECISION MAKING
- SUSTAINABILITY
- OTHERS?

ROLES AND RESPONSIBILITIES

6-Step Process



TECHNCIAL TEAM ROLES AND RESPONSIBILITIES

- ASSURING THAT LOCAL CONTEXT IS INTEGRATED INTO THE PROJECT
- RECOMMENDING AND GUIDING METHODOLOGIES INVOLVING DATA COLLECTION, CRITERIA, AND ANALYSIS
- PREPARING AND REVIEWING TECHNICAL PROJECT REPORTS
- SUPPORTING AND PROVIDING INSIGHT WITH RESPECT TO COMMUNITY AND AGENCY ISSUES AND REGULATIONS
- ASSISTING IN DEVELOPING CRITERIA
- ASSISTING IN DEVELOPING ALTERNATIVES AND OPTIONS
- ASSISTING IN EVALUATING, SELECTING, AND REFINING ALTERNATIVES AND OPTIONS
- COORDINATING AND COMMUNICATING WITH RESPECTIVE AGENCIES

6-Step Process

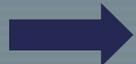


TECHNICAL TEAM/ISSUES TASK FORCES ITEMS TO BE ADDRESSED

- POTENTIAL ISSUES:
 - TRAFFIC AND REVENUE
 - TOLLING
 - TRAVEL DEMAND (i.e: value of time, suppressed demand, unique travel behaviors)
 - P3 PROJECT DELIVERY
 - FINANCING/COST ESTIMATING
 - ID OPPORTUNITIES/ INTERESTS FROM TECHNICAL TEAM AND ISSUES TASK FORCES
 - OTHERS?

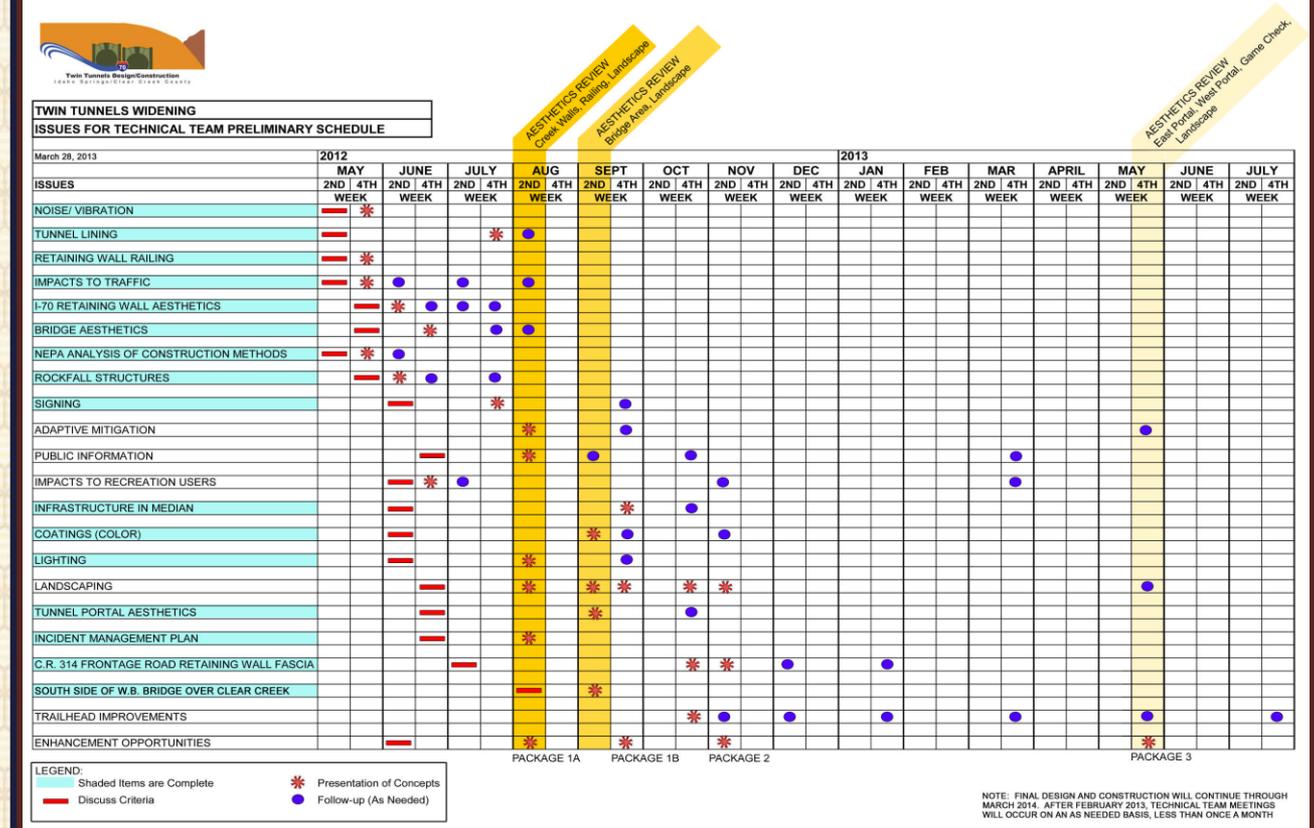
ROLES AND RESPONSIBILITIES

6-Step Process



- 1**
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TECHNICAL TEAM and ISSUE TASK FORCE APPROACH



OPERATING GUIDELINES

6-Step Process

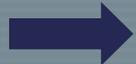


OPERATING GUIDELINES FOR THE PROJECT

- ENABLE DECISION MAKING
- COMMUNICATION MECHANISMS
 - NOTIFICATIONS, UPDATES, AND SCHEDULING WILL BE SENT VIA EMAIL. LARGE DOCUMENTS THAT ARE TOO LARGE FOR EMAIL CAN BE ACCESSED VIA A SHARED SITE.

CONCLUSIONS / NEXT STEPS

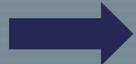
6-Step Process



6-Step Process	Month	PLT	Technical Team/ITF
Step 1 – Define Outcomes/Actions Step 2 – Endorse the Process	Spring-Summer	Present the process, schedule, and roles, present project, gather questions, confirm TT, develop work plan	
Step 3 – Establish Criteria	Summer		Present the process, and roles, present project, gather questions, discuss current data and criteria
Step 4 – Develop Alternatives or Options	Summer /Fall	Present data and determine “deal breakers”	Develop design and brainstorm solutions
Step 5 – Evaluate, Select and Refine Alternatives or Option	?	Review project status	Discuss Benefits/Challenges and Mitigations, review deal breakers, formulate recommendation
Step 6 – Finalize Docs and Evaluate Process	?	Present to Management, Commission and Elected Officials	Complete design plans and conduct lessons learned exercise

CONCLUSIONS / NEXT STEPS

6-Step Process



Determine monthly PLT/TT Recurring Meeting Time:

- Days to Avoid:

Week No.	Mon	Tues	Wed	Thurs	Fri
1	FHWA staff mtg (PM)	CCC Commission	PPSL PLT/TT		
2	FHWA staff mtg (PM)		AGS PLT	Incident Mgmt/I-70 Coalition	
3	FHWA staff mtg (PM)		CDOT Account ability/ Commission	CDOT Commission	
4	FHWA staff mtg (PM)		T&R PLT	Twin Tunnels TT	



I-70 Mountain Corridor

Traffic and Revenue Study

THANK YOU!!

Jim Bemelen - I-70 Mtn Corridor Manager
David Singer - Environmental Manager
Ben Acimovic - Project Manager
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