



## Statewide MPO Meeting Notes - DRAFT Friday, February 12, 2021

12:30 PM – 2:30 PM

### VIRTUAL MEETING

#### Present:

- Metropolitan Planning Organizations (MPOs): Denver Regional Council of Governments (DRCOG)- Alvan-Bidal Sanchez, and Ron Papsdorf; Grand Valley Metropolitan Planning Region (GVMPO): Dana Brosig and Dean Bressler; North Front Range MPO (NFRMPO) - Becky Karasko, AnnaRose Cunningham; Pikes Peak Area Council of Governments (PPACG): John Liosatos, Kathryn Wenger, Laura Crews, William Mast, and Mark Northrop; and Pueblo Area Council of Governments (PACOG): John Adams.
- CDOT Regions: Region 1 - JoAnn Mattson, and Jan Rowe; Region 2 - Wendy Pettit; Region 3 - Mark Rogers, and Region 4 - Josie Hadley
- CDOT Division of Transportation Development (DTD): Rebecca White, Marissa Gaughan, William Johnson, Aaron Willis, Jamie Collins, Keara McLean, Darius Pakbaz, Jacob Kershner, Nate Vander Broek, Kathleen Collins, Carrie Tremblatt, and Mara Strother
- CDOT Division of Transit & Rail (DTR): Julia Wcislo
- CDOT Chief Engineer's Office: Marci Gray
- CDOT Office of Innovative Mobility: Lisa Streisfeld, Mike King
- CDOT Division of Accounting and Finance: Eric Ehrbar, Paige Castaneda
- Colorado Division FHWA: Aaron Bustow and Bill Haas
- Region 8 FTA: Kristin Kenyon, Ranae Tunison

#### STIP Update

Jamie Collins, CDOT STIP Manager, provided an update on the STIP

- Back in cycle for development of the FY 2022-2025 STIP
- Region Planners to be making STIP entries.
- Draft to be ready by the end of March 2021
- A Public Hearing with the Transportation Commission (TC) is anticipated for April 2021
- The TC is anticipated to adopt in May 2021
- FHWA and FTA to approve in June 2021
- Acknowledged help of DTR to help with Transit Projects in the STIP

Bill Haas announced that PPACG to determine a strategy to get their reporting years to align better with STIP years. Bill suggested Jamie attend this meeting. Kathryn Wenger to invite Jamie.

#### Division of Transit & Rail (DTR) Update - Julia Wcislo

- Coronavirus Response and Relief Supplemental Appropriation Act (CRRSAA) Transit Funds Update



- Act to appropriate \$900 billion for relief on December 27, 2020.
- \$78,165,029 dedicated to FTA-5311 rural funds and the award process beginning in February 2021, with contracts released in April 2021.
- These funds are supplemental funds (in addition to regular funding sources received)
- Table showing CRRSAA apportionments was described.
- A Notice of Funding Availability (NOFA) is planned for release of a super call in April 2021 by the DTR Programming Unit.
- The Super Call will include for April 2021:
  - 2022 Admin/Operations (A/O) applications
  - 2021 and 2022 Planning Applications
  - 2022 Capital Application
- Transit STIPing Process for FY 2022-2025
  - As Jamie noted the STIPing for FY 2022 - 2025 has started
  - Julia requested MPOs to let CDOT DTR staff know of any transit projects that need to be rolled forward so DTR can ensure they are STIP'd internally.
  - Please email [Julia.Wcislo@state.co.us](mailto:Julia.Wcislo@state.co.us) or [Qing.Lin@state.co.us](mailto:Qing.Lin@state.co.us) if you have any updates or questions regarding transit project STIPing.
- Connected Colorado Update
  - This program is still seeking local transit partners, with a final list to be established by the end of February 2021.
  - CDOT staff is working on the Request for Proposal (RFP) for the project scope of work and specifications.
  - Nate asked if CRRSSA includes operating and capital projects. Julia noted it is only going to operations, but Qing meeting later and will confirm this with Qing. Likely be similar to how CARES Act was distributed. Meetings being set up now. Julia will send Nate that information when meetings are scheduled.



### New CDOT Pavement & Bridge Condition Mapping - Darius Pakbaz

- CDOT now has updated condition maps for pavement and bridge and CDOT has pdfs to distribute to the MPOs later today or early next week.
- There are maps by MPO and Statewide.
- Maps to be distributed shortly.
- Reminder - the safety target memos are due back to Alisa Babler and Darius at the end of this month.
- Pavement resolutions due back in late March.
- Will Mast asked if shapefiles can be sent out of these files.
  - We will share these maps externally online sometime in the summer.
  - CDOT can also send out the shapefiles of these maps.



## CDOT Engineering Contracts Update - Marci Gray

- How engineering contracts fits into the structure of CDOT was explained.
  - CDOT Buyers - Who are they?
    - Center for Procurement and Contract Services (non-highway construction)
      - Responsibilities include:
        - Personal Services
        - Materials
        - Grants
        - Interagency Agreements - personal services vendors.
      - Engineering Contracts work - aligns with traditional highway work that includes:
        - Professional Services
        - Highway Construction Services
        - Intergovernmental Agreements (IGAs)
        - Limited Personal Services - Maintenance IGAs
      - Some overlap and discussion required to determine which group leads contracts.
    - Team Structure is where Procurement and Engineering Contracts differ
      - Center for Procurement teams include:
        - Solicitation Team - Advertise projects and process proposals and then hands off to contracting team.
        - Contracting Team
        - Storeroom Team
      - Engineering Contract teams include:
        - Professional Services Team including an auditor and specialists for Master Price Agreements (MPAs)
        - Highway Construction Services Team - CDOT owned projects for highway and bridge construction and/or maintenance
        - Alternate Delivery Team - Blends professional services and construction services - common methods for this are design-build and CMGC are the most familiar - shift risk from CDOT to a joint venture team. Alternatively, for CMGC, CDOT can negotiate the work for each phase.
        - IGAs that include utility and railroad contracts.
        - Limited Personal Services - Maintenance IGAs.
    - Regulations that Guide Procurement and Engineering Contracts
      - Center for Procurement Services are guided by the Colorado Procurement Code. Provides authority for buying, e.g., Stat POs.
      - Engineering Contracts are guided by:
        - Brooks Act & Colorado Equivalent - Qualification based selection not price-based, for safety requirements, etc.
        - CFR Title 23 - for highways - how CDOT designs highways.
        - CRS 24-92-101 et seq. - How to bid for highway contract projects.
    - IGAs
      - IGA Team and their Assigned Areas
        - Lauren Cabot - Lead and Region 3 IGAs
        - Dale Zachary - Regions 1 and 4 IGAs
        - Victor Munteanu - Regions 2 and 5 IGAs
        - Megan Kelly - Utility and Railroad Statewide
        - Support Staff:
          - Theresa Hayes a term full-time employee (FTE)
          - Shirley Herrera a contract employee



- Engineering Contracts granted permission to hire:
  - 2.5 contract writers approved for two-year terms to work on:
    - IGA contract writing
    - Utility and Railroad writer
    - Half FTE for IGA Maintenance contract writer
  - 1 FTE contract writer for a nine-month term to replace Jerry Hegwood (who did extensive work and overtime on the Multimodal Options Fund [MMOF] IGAs)
  - All new team members to provide quality control support.
- Engineering Contracts Initiatives completed in the past year
  - Lead contract writer created a new Engineering Contracts Quality Control (EC/QC) process.
    - A key benefit was improving (shortening) processing time for CDOT Controller document (less returns) review.
  - Hired a term FTE in October
    - Benefits include a person to generate reports in exhibit suites, provides EC/QC and uploads contracts into OnBase for electronic signatures - expediting document draft production.
  - Amended the IGA State funds template
    - Benefit is detailing the time requirements for the MMOF projects - improved speed to market. There are many stakeholders (local agencies) to coordinate with in this process.
  - Managed the increase of workload by 60% due to MMOF IGAs.
- Ongoing Process Improvement Efforts
  - Engineering Contracts working with Gary Vansuch and his team to assist CDOT and the City and County of Denver identifying all the steps required to produce an IGA between these two parties. (Multiple steps and a fairly slow moving process exists for development and approval of IGAs). A couple of months to review drafts can happen and slow things down.
  - Kicked-off this project in December 2020 with 24 participants.
  - Mapped out a process (noting separate multiple swim lanes)
  - In the process of forming smaller groups prior to bring back together the larger project team.
  - Process includes exploration of best practices identified in other regions with the CDOT Region 1 team.
- Engineering Contracts is different as it is located in the CDOT organization under the Chief Engineer, and now is under the Deputy Chief Engineer, Keith Stefanik, where Procurement is under the Division of Accounting and Finance and the CDOT Chief Financial Officer, Jeff Sudmeier.
- Figuring out the Main Streets funding first for the Main Streets program.
- Discussion:
  - JoAnn Mattson noted a great presentation
  - Ron Papsdorf noted one contract writer for Regions 1 and 4. Includes largest and third largest MPOs in the state. Hopes workload assignments are appropriate.
  - Marci - workflow based on Jerry Hegwood returning to work. Dale adopted Regions, but Lauren Cabot is free to pick up additional work to help Dale. The new IGA writer will be dedicated to Region 4. Ron cautioned placing a new person in a busy area.
  - Marci responded that for Dale the hope is for him to be a lead contract writer eventually to lead contract writing staff. Potential good candidates with experience are out there to leverage existing staff. Evaluating existing staff and others with experience.
  - Procurement also has 2.5 FTEs to hire to help with Procurement also.
  - Ron acknowledged the need for more staff support for IGAs. Appreciates the work and partnership Marci is working on. DRCOG stands ready to discuss boilerplate IGA language, etc. to help with a fresh look to streamline the process.



- Marci noted the State Controller was presented a template for an IGA. However, more discussion needs to occur. Potential to work with MPOs first, and then present ideas to State Controller.
- Dana Brosig thanked Marci for the presentation, and asked if there some way to check the status of projects. It feels like projects go into a black hole and then MPOs are notified later on.
- Marci Gray - noted the creation of a master sheet with project status, and can eventually distribute this list on a monthly basis to keep on ongoing dialogue happening.
- Marci invited folks to reach out to her with questions. These projects take a village and all processes can use improvement.
- Marissa Gaughan thanked Marci for her presentation and time, and asked if folks would like her to extend invitation to Collette to describe Procurement side of contracts. Marissa will reach out to Collette for a potential presentation next month.



Engineering  
Contracts & IGAs mc

### MPO Stimulus & STBG Allocations - Eric Ehrbar and Paige Castaneda

Eric discussed the COVID Relief and Supplemental STBG Allocations to MPOs.

Three categories of funding related to COVID relief were reviewed (for DRCOG, PPACG and NFRMPO), which were:

- COVID relief for MPO per FHWA and FTA -
  - No match is required
  - Can be used for admin and operations, etc. - caveat is MPOs must notify CDOT of this intention to use for admin and operations.
- Additional MPO COVID relief Commitments per the TC
- Supplemental STBG MPO sub allocations per FHWA and FTA
  - A match is required
  - Use observing STBG funding restrictions
- Note: that PPACG and NFRMPO have opted to move their “Supplemental” funds to their normal STBG-Urban pool. Please work with your Region representative regarding these funds.
- Question for today is if DRCOG would also like to do this.
  - Ron Papsdorf agreed to the same approach as the other MPOs. It will be cleaner for DRCOG too.
  - Eric will transfer funds to the proper pool for DRCOG.
  - DRCOG has no intent to use COVID relief funds for Admin or Operations.
  - Eric to check into if Supplemental STBG funds can be used as normal STBG funds.
  - Any other questions, Eric can check into getting answers.
  - John Liosatos thanked CDOT staff for making sense of a complex matter and for their help and support.



COVID Relief.pptx

### Other Business

- Future Meeting Times for SWMPO that will not to conflict with TRAC were discussed. This would start next month in March 2021.



- For months that conflict with TRAC, the Thursday before STAC was agreed to for March, May, July, September, and November. The time agreed to was 8:30 am to 10:30 am. It could be these meetings can strive to be shorter when possible.
- SWMPO “Spotlight” is no longer being observed. Entities with key information to share were requested to contact Marissa or Kathleen to get on the agenda.
- Future Agenda Topics? Please reach out to Marissa or Kathleen if you have suggestions.

