



# COLORADO

## Department of Transportation

Division of Transportation Development  
Multimodal Planning Branch  
4201 E. Arkansas Ave, Shumate Bldg.  
Denver, CO 80222

DATE: June 15<sup>th</sup>, 2018  
TO: Metropolitan Planning Organizations (MPOs)  
FROM: Marissa Gaughan, CDOT MPO and Regional Planning Manager  
SUBJECT: FY 2019 Consolidated Planning Grant (CPG) Information

### Purpose

The purpose of this memo is to provide the MPOs with information for the FY 2019 CPG contracts.

### Background

CPG is a combination of Federal Highway Administration (FHWA) metropolitan planning funds (PL) and Federal Transit Administration (FTA) metropolitan planning funds (\$5303). The CPG contracts authorize the MPOs to spend their metropolitan planning funds as described in their federally approved Unified Planning Work Program (UPWP). Furthermore, the UPWP describes the planning activities the MPOs will accomplish with the CPG and other funding sources.

### FY 2019 CPG Contract Amounts

CDOT will contract the following CPG amounts to the MPOs for federal FY 2019, beginning October 1. These amounts are based on the FY 2019 Program Allocation Estimates as of May 2018, plus the slight variance between the metropolitan planning program estimates and actuals from the previous fiscal year. MPOs will use these amounts when developing their FY 2019 Scope of Work (SOW). MPOs will also need to ensure the FY 2019 CPG amounts in their UPWP are within 5% of the amounts listed below.

### FY 19 Metro Planning (CPG) Contract Amounts

	Metro-PL		
	TOTAL	FEDERAL	LOCAL
DRCOG	\$ 5,723,501	\$ 4,738,486	\$ 985,015
GVMPO	\$ 330,000	\$ 273,207	\$ 56,793
NFR	\$ 822,850	\$ 681,238	\$ 141,612
PPACG	\$ 1,204,084	\$ 996,861	\$ 207,223
PACOG	\$ 350,000	\$ 289,765	\$ 60,235
<b>TOTAL</b>	<b>\$ 8,430,435</b>	<b>\$ 6,979,557</b>	<b>\$ 1,450,878</b>

### CPG Scope of Work - A Refresher

- Unlike the MPO UPWP, the CPG SOW should only show the funds that are to be contracted for CPG.
- The CPG SOW is based on the UPWP, but allows more flexibility. For instance, the actual amounts that are contracted often differ slightly from what was estimated in the UPWP. UPWP CPG amounts should be within 5% of the actual contracted amount.
- The SOW also allows CDOT to begin advance budgeting the projects so that contracts are executed sooner. (CDOT uses the SOW to begin the contracting process at the start of the state fiscal year, July 1.)



### CPG Timeline

- Feb-April: MPO Mid-Year Reviews
- May/June: MPOs submit CPG SOW and adopt/amend UPWP, if necessary. If UPWPs are not yet adopted/amended in June, MPO will submit new or amended UPWP in July (or when ready), but will still prepare SOW in June (or early July) so CDOT begin the procurement process. (Note: Many MPOs have 2-year UPWPs. If the UPWP is within 5% of the CPG amounts to be contracted for the 2<sup>nd</sup> year of their UPWP, the MPO may not need to amend their UPWP.)
- July 1: CDOT OFMB and Business Office advance budget projects; Get FHWA approval to budget projects.
- July/ Aug: CDOT Procurement sends out contracts for MPO signature.
- Sept. 1: CDOT requests MPOs return signed contracts to CDOT by this date.
- Sept. 30  
(or before): FHWA and FTA send CDOT letter approving UPWPs for funding on Oct 1.
- Oct. 1: Contracts executed
- By Dec. 31: MPOs send CDOT their UPWP year-end reports for the federal fiscal year that ended Sept. 30.

### Next Steps

- Your CDOT liaison will be soon be reaching out to help you complete your FY19 CPG SOW.
- Please ensure your UPWP has FY19 numbers within 5% of the amounts shown in the table.
- Per the timeline above, CDOT anticipates having FY19 CPG Contracts executed by Oct. 1.

If you have any questions regarding the CPG Process, please contact Marissa Gaughan, CDOT MPO and Regional Planning Manager, at 303-512-4235 or [Marissa.Gaughan@state.co.us](mailto:Marissa.Gaughan@state.co.us).

