



# **I-70 WEST VAIL PASS AUXILIARY LANES TECHNICAL TEAM CHARTERING AGREEMENT**

## **PURPOSE OF THE I-70 WEST VAIL PASS AUXILIARY LANES TECHNICAL TEAM**

The purpose of the I-70 West Vail Pass Auxiliary Lanes Technical Team (TT) is to ensure that the local and agency context is defined and integrated as part of the Context Sensitive Solutions (CSS) process for the completion of the West Vail Pass Auxiliary Lanes Project.

## **CONTEXT STATEMENT, CORE VALUES, CRITICAL ISSUES AND SUCCESS FACTORS FOR THE WEST VAIL PASS AUXILIARY LANES PROJECT**

The following have been identified by the Project Leadership Team (PLT) and TT as the project-specific guiding elements of the project.

### **Context Statement**

I-70 is Colorado's only east-west Interstate, providing a critical interstate economic link for the country. It also provides the only direct route between the Front Range and western Colorado. Area residents and visitors travel the corridor to access growing mountain communities, as well as local and regional recreational opportunities. Vail Pass is rich in natural beauty and unique environmental, wildlife, historic, and recreational resources.

The I-70 corridor over Vail Pass has a natural scenic beauty and dramatic views as it winds through the U.S. Forest Service land. The corridor is recognized as a nationally and exceptionally significant feature of the federal interstate highway system due to its early implementation of context sensitive design, integrating a modern transportation facility with the surrounding natural environment. This section of highway is considered a historic resource due to these elements.

The steep grades, roadside terrain, and extreme weather events make I-70 over Vail Pass a challenging mountain pass to travel and maintain. Conflicts between vehicles traveling at substantially different speeds create safety problems and operational issues. Transportation improvements must preserve the aesthetic value of the corridor while improving safety and the travel experience for commerce, residents and visitors.



**Core Values and Critical Issues**

CORE VALUE	CRITICAL ISSUES
Safety	<ul style="list-style-type: none"> <li><input type="checkbox"/> Speed differentials and slow moving vehicles create erratic maneuvers and sudden braking</li> <li><input type="checkbox"/> Snow storage and removal affects clear zone area and sight distance</li> <li><input type="checkbox"/> Steep grades, avalanche and rockfall area</li> <li><input type="checkbox"/> Substandard geometry</li> <li><input type="checkbox"/> Runaway truck ramp locations and design</li> <li><input type="checkbox"/> Freight and traction law chain-up station locations and design</li> </ul>
Operations	<ul style="list-style-type: none"> <li><input type="checkbox"/> Speed differentials and slow moving vehicles result in traffic backups</li> <li><input type="checkbox"/> Unable to respond quickly to traffic conditions and incidents</li> <li><input type="checkbox"/> Number and length of time for highway closures</li> <li><input type="checkbox"/> Unable to communicate real-time conditions to corridor users</li> <li><input type="checkbox"/> Inadequate emergency response areas/ turnarounds increase time for closure</li> <li><input type="checkbox"/> Lack of redundancy</li> <li><input type="checkbox"/> Severe economic impact to Colorado each hour I-70 is closed</li> </ul>
Corridor Character & Aesthetics	<ul style="list-style-type: none"> <li><input type="checkbox"/> Impacts to the local communities</li> <li><input type="checkbox"/> Maintain the context sensitive design of the road while modernizing the facility</li> <li><input type="checkbox"/> Noise impacts to residents</li> <li><input type="checkbox"/> Impacts to the wilderness/U.S. Forest Service land</li> <li><input type="checkbox"/> Impacts to the high-quality views in the project corridor</li> </ul>
Enhanced Environment	<ul style="list-style-type: none"> <li><input type="checkbox"/> Water quality and sand collection</li> <li><input type="checkbox"/> Wildlife corridors and habitat</li> <li><input type="checkbox"/> Threatened and endangered species habitat</li> <li><input type="checkbox"/> Biodiversity</li> </ul>
Recreation	<ul style="list-style-type: none"> <li><input type="checkbox"/> Crowded recreational trails</li> <li><input type="checkbox"/> Safety concerns related to trail proximity to highway, limited sight distance, and the sharp curve under the bridge near MP 185.5</li> <li><input type="checkbox"/> Potential conflicts between multiple recreational travel modes</li> </ul>
Collaborative Decisionmaking	<ul style="list-style-type: none"> <li><input type="checkbox"/> Consensus with stakeholders on an alternative that uphold commitments</li> </ul>
Implementability	<ul style="list-style-type: none"> <li><input type="checkbox"/> Ability to construct in phases</li> <li><input type="checkbox"/> Impacts to traveling public during construction</li> <li><input type="checkbox"/> Trail impacts during construction</li> <li><input type="checkbox"/> Financial feasibility for construction</li> </ul>
Sustainability	<ul style="list-style-type: none"> <li><input type="checkbox"/> Project meets the needs now and into the future</li> <li><input type="checkbox"/> Maintenance and operational financial feasibility</li> </ul>

**Success Factors**

The vision for the West Vail Pass Auxiliary Lanes Project is to preserve the aesthetic value of the corridor while improving safety and the travel experience for commerce, residents, and visitors.

Success Factors will be identified based on the Critical Issues listed above. The Success Factors will be used to screen alternatives and identify a refined preferred alternative.



## MEMBERSHIP AND ATTENDANCE

### Membership

The TT is composed of experts in the Core Values relevant to the project goals. The members work to ensure that the local context is defined and integrated into the project. TT membership will include representatives from:

- ❑ Cities and towns within the project limits,
- ❑ Counties encompassed by the project limits,
- ❑ Non-governmental organizations relevant to the project goals, and
- ❑ Federal and state agencies with responsibilities relevant to the project.

CDOT and FHWA are the lead agencies and final decision makers for this project. To ensure that this project meets the commitment that FHWA and CDOT have made to CSS, a collaborative approach will be used that involves a wide range of disciplines and participants. TT members have been identified as follows:

- ❑ Local/Regional Agencies
  - Ben Gerdes, Eagle County
  - Tom Gosiorowski, Summit County
  - Greg Hall, Town of Vail & I-70 Coalition
  - Pete Wadden, Town of Vail Environmental
  - Tom Kassmel, Town of Vail
  - Jon Stavney, Northwest Colorado Council of Governments
  - Captain Richard Duran, Colorado State Patrol
  - Siri Roman, Eagle River Water & Sanitation District
- ❑ Resource Agencies
  - Joel Barnett, FHWA
  - Stephanie Gibson, FHWA
  - Matt Klein, US Forest Service
  - Bill Andree, Colorado Parks and Wildlife
  - Craig Wescoatt, Colorado Parks and Wildlife
  - Alison Deans Michael, U.S. Fish and Wildlife (for information only)
  - Matthew Montgomery, U.S. Army Corps of Engineers
- ❑ Trail Recreation
  - Kevin Sharkey, ECO Trails
  - Scott Jones, Colorado Snowmobile Association
  - Shannon Anderson, Bicycle Colorado



- ❑ Business/Industry Representatives
  - Tracy Sakaguchi, Colorado Motor Carriers Association
  - Alison Wadey, Vail Chamber and Business Association
- ❑ CDOT
  - Martha Miller, Program Engineer, CDOT Region 3
  - John Kronholm, Project Manager, CDOT Region 3
  - Karen Berdoulay, Resident Engineer, CDOT Region 3
  - Randy McIntosh, Maintenance, CDOT Region 3
  - Patrick Chavez, I-70 Joint Operation Area, CDOT Region 3

### **Attendance**

TT members will engage in technical discussion regarding alternatives development, roadway template and alignment, constructability, impacts of improvements and proposed mitigation, alternatives screening, preliminary design, and design details. Detailed agendas listing anticipated discussion topics will be sent prior to each TT meeting. TT members are responsible for reviewing materials sent in advance of the meetings and determining if their attendance is needed.

Attendance is only expected when meeting topics correspond with the TT member's expertise area. Members of the TT may decide that other members from their organization may attend if the meeting topics are applicable to those members' expertise areas.

When appropriate, members of the TT agree to strive to attend meetings in person. Members agree that in-person participation for those planned to be involved in the discussion topics is more desirable than participation by phone or conference call. Any member unable to attend a meeting can still contribute to the TT by reviewing and commenting on meeting materials sent in advance of the meeting, reviewing and commenting on meeting notes, and by reviewing appropriate materials to prepare for discussions in subsequent meetings.

**Weather Cancellation Policy:** If a significant number of members are unable to attend due to weather, meetings will be canceled and rescheduled. As a general guideline, if school buses are canceled in the area of the meeting location or in a number of members' areas, the meeting will be canceled.

### **ROLES AND RESPONSIBILITIES**

The TT's primary roles include:

- ❑ Assuring that local context is defined and integrated into the project,
- ❑ Recommending and guiding methodologies involving data collection, criteria, and analysis,
- ❑ Supporting and providing insight with respect to community and agency issues and regulations,



- ❑ Assisting in developing evaluation criteria,
- ❑ Assisting in developing alternatives and options,
- ❑ Assisting in evaluating, selecting, and refining alternatives and options, and
- ❑ Coordinating and communicating with respective agencies.

### Project Leadership Team

TT members understand that a PLT will be formed to lead, facilitate, and oversee the completion of the West Vail Pass Auxiliary Lanes Project. The PLT drives the project process and ensures that the CSS process and guidance is followed. In the event that issues arise that the TT cannot resolve, those issues will be elevated to the PLT for resolution.

PLT members will be copied on all TT correspondence and meeting invitations, and will participate at their discretion.

### Issue Task Forces

In the event that technical discussion on a specific topic becomes too detailed to be an appropriate use of the full TT group's time, an Issue Task Force (ITF) will be formed. ITFs will likely be comprised of TT members and additional individuals representing agencies or groups with technical expertise related to the ITF subject matter.

ITFs will work through elements of identified issues in order to reach a recommendation to be taken forward to the TT and/or PLT. Three ITFs are required to be established by the CSS process:

- ❑ Section 106 (Historic)
- ❑ Stream and Wetland Ecological Enhancement Program (SWEEP)
- ❑ A Valued Landscape-Level Inventory of Ecological Value (ALIVE)

PLT members have agreed an emergency service provider ITF be formed for the I-70 West Vail Pass Auxiliary Lanes project. Other ITFs can be formed at the discretion of the TT or PLT as the project progresses.

### The Six-Step Decision Making Process

TT members are aware of the CSS six-step decision making process, and will work to move the project forward through each of the following steps.

- ❑ **Step 1: Define Desired Outcomes and Actions** - Using the CSS Guidance and other relevant materials, this step establishes the project goals and actions. It also defines the terms to be used and decisions to be made.
- ❑ **Step 2: Endorse the Process** - This step establishes participants, roles, and responsibilities for each team. The process is endorsed by discussing, possibly modifying, and then finalizing with all teams the desired outcomes and actions to be taken.



- ❑ **Step 3: Establish Criteria** - This step establishes criteria, which provides the basis for making decisions consistent with the desired outcomes and project goals. The criteria measure support for the Core Values for the I-70 Mountain Corridor.
- ❑ **Step 4: Develop Alternatives or Options** - The project staff works with the PLT, TT, stakeholders, and the public to identify alternatives or options relevant to the desired outcomes, project-specific vision, and goals.
- ❑ **Step 5: Evaluate, Select, and Refine Alternative or Option** - The process of analyzing and evaluating alternatives applies the criteria to the alternatives or options in a way that facilitates decision making. This may be a one-step or multi-step process depending on the complexity of the alternatives and the decision.
- ❑ **Step 6: Finalize Documentation and Evaluate Process** - Documentation should be continuous throughout the process. Final documentation will include each of the previous steps, final recommendations, and the process evaluation.

## TEAM PERFORMANCE ASSESSMENT

The TT identified key areas and performance measures to ensure the success of the team. These include the following:

### Maintaining Momentum

- ❑ Stay on task and on schedule.
- ❑ Focus on established common ground.
- ❑ Raise issues or concerns in a productive fashion as early as possible.
- ❑ Don't backtrack. Respect decisions made at previous meetings.
- ❑ Don't revert to posturing or positioning.
- ❑ Keep stakeholder support for the established process.
- ❑ Send meeting materials no less than three business days prior to the scheduled meeting.

### Engaging Stakeholders

- ❑ Engage other stakeholders and constituents in the process.
- ❑ Ensure an inclusive and "no surprises" process.

### Interacting as a Team

- ❑ Meet commitments, disseminating information and gaining feedback in a timely manner.
- ❑ Communicate.
- ❑ Allow people to speak without interruptions, and seek to understand their perspective.
- ❑ Respect differences in perspectives.
- ❑ Resolve differences in a productive manner.
- ❑ Grow and maintain trust between agencies and stakeholders.
- ❑ Follow a transparent process.



- Conduct selves with a high level of integrity.
- Understand regional issues and regulatory constraints.

## **DISCUSSIONS AND DELIBERATIONS**

The TT will use a consensus-building process. A consensus is an agreement built by identifying and exploring the parties' interests and developing an agreement that satisfies these interests to the greatest extent possible. A consensus is reached when the parties agree that their major interests have been taken into consideration and addressed in a satisfactory manner.

Consensus does not necessarily mean unanimity. Some parties may strongly endorse a particular recommendation while others may accept it as a workable agreement. Members can participate in the consensus without embracing each element of the agreement with the same fervor as other members or having each interest fully satisfied. The TT will seek to balance community values, project goals, and technical information during deliberations and discussions.

To enhance creativity during meetings, individuals are expected to explore a full range of ideas that may transcend or be inconsistent with previously held positions. The goal of the meetings is to have frank and open discussion of the topics and issues needed to enable decision making. When decisions are reached, documentation of these decisions will include thorough explanation of the reasoning and discussions that resulted in the decision.

## **EMAIL COMMUNICATION**

Email will be used for meeting scheduling and logistics, document review, meeting notes, and agenda building. Email may be used for discussion, comment, deliberation, or agreement building. Messages containing important discussions related to project decisions or agreements should be sent to all TT members. When sending an email regarding the project, include the following in the subject line: 21685 I-70 WVP Aux Lanes – Subject.

## **SCHEDULE AND MILESTONES**

Members of the TT commit to efficient, effective discussions. The members agree up front to strive to meet the schedule, goals, and action plans they establish. Additional teams identified by the TT will meet as needed to address specific issues and provide recommendations to the TT and/or PLT. Group discussion and deliberations may result in the intentional, formal adjustment of the schedule, and milestones.

The TT will meet in-person at project milestones as shown in the attached project schedule. Additional meetings and email communications may be conducted as necessary if issues arise between the initially planned meetings.



## **MEETING NOTES**

Project staff will draft meeting notes following each TT meeting outlining discussion, and highlighting action items and decision points. Notes will include explanation of the reasoning behind any decisions made during the meeting.

The meeting notes will be distributed to the TT via email for a one-week review period. If no revisions are suggested by the deadline, the notes will be considered final and approved. If comments are received, the notes will be revised as necessary and sent to TT members for their records. If comments require additional coordination, the meeting notes may not be finalized until discussion occurs at the next TT meeting resulting in agreement.

## **PUBLIC COORDINATION**

In order for the TT to fulfill its purpose, work sessions must be focused and manageable. These work sessions will be open to the public. Members of the public will be allowed to observe the meeting proceedings, but no public participation will be allowed during the meetings. If public observers desire to ask questions or submit comments, this will be requested via email, web page comment, or phone call following the meeting. To facilitate a transparent process, once meeting notes are finalized they will be uploaded to the project web page for public viewing.

Consistent with established project goals, the TT will identify the actions and decisions needed to reach those goals, such as ITFs or public information activities. TT members will serve as conduits for communication between their agencies and the TT. CDOT will meet one-on-one with any public groups (HOAs, neighborhood organizations, etc.) as needed or requested to inform them of the project and gather feedback.

## **COMMUNICATION WITH OTHER ORGANIZATIONS, INDIVIDUALS, AND THE MEDIA**

TT members wish to maintain an environment that promotes open, frank, and constructive discussion. Members recognize that such an environment must be built on mutual respect and trust, and each commits to avoid actions that would damage that trust. In communicating about the group's work, including communication with the press, each member agrees to speak only for herself or himself, to avoid characterizing the personal position or comments of other participants, and to always be thoughtful of the impact that specific public statements may have on the group and its ability to complete its work. No one will speak for any group other than his or her own without the explicit consent of that group. Should anyone wish the TT to release information to the press, the group will do so through a mutually agreeable statement drafted with the consensus of all of that group's members.

## **CONSTITUENT COMMUNICATION**

Members of the TT who represent agencies or constituencies will inform their constituents on an ongoing basis about the issues under discussion and the progress being made in the consensus problem-solving meetings. They will represent the interests of their constituent group and bring



their constituents' concerns and ideas to the deliberations. Materials developed for the TT can be shared with their constituency; stakeholder comments on these materials should be relayed to the TT.

## **MEASURING THE SUCCESS OF THE WEST VAIL PASS AUXILIARY LANES PROJECT**

The following criteria will be used by the PLT and TT to measure the project's success in achieving these goals:

- Were the CSS Guidance, the Context Statement, the Core Values, and the 6-Step Process integrated into the project?
- Was the project consistent with the recommendations from the I-70 Mountain Corridor PEIS?
- Were the desired outcomes and actions accomplished with the stakeholders?
- Was the project completed according to schedule?
- Is there an implementable solution for the project?



**I-70 West Vail Pass  
Auxiliary Lanes**

**Final Technical Team Chartering Agreement**

**March 1, 2018**

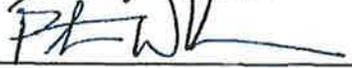
**CHARTER APPROVAL**

  
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Ben Gerdes, Eagle County & I-70 Coalition

  
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Tom Goslorowski, Summit County

  
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Greg Hall, Town of Vail & I-70 Coalition

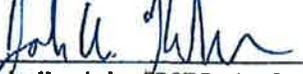
  
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Tom Kassmel, Town of Vail

  
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Pete Wadden, Town of Vail - Environmental

  
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John Stavney, Northwest Colorado Council of Governments

  
\_\_\_\_\_  
Captain Richard Duran, Colorado State Patrol

  
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Sir Roman, Eagle River Water & Sanitation District

  
\_\_\_\_\_  
John Kronholm, CDOT Region 3

  
\_\_\_\_\_  
Karen Berdoulay, CDOT Region 3

**FHWA is participating in the process**  
\_\_\_\_\_  
Joel Barnett, FHWA

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\_\_\_\_\_  
Stephanie Gibson, FHWA

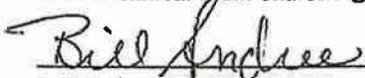
  
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Matt Klein, U.S. Forest Service

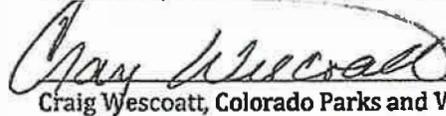


**I-70 West Vail Pass  
Auxiliary Lanes**

**Final Technical Team Chartering Agreement**

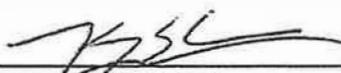
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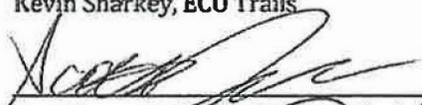
  
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Bill Andree, Colorado Parks and Wildlife

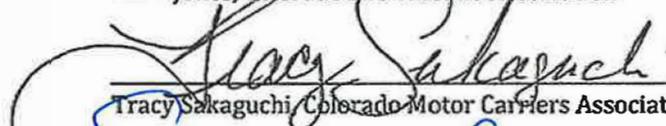
  
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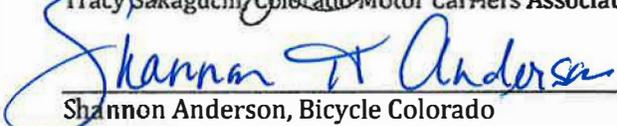
USACE is participating in the process

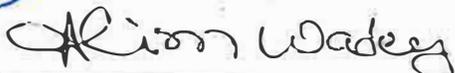
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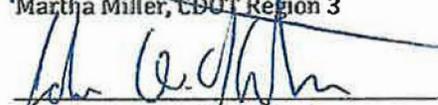
  
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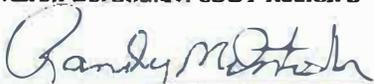
  
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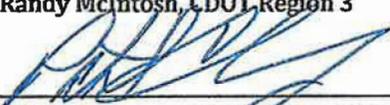
  
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Alison Wadey, Vail Chamber and Business Association

  
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Martha Miller, CDOT Region 3

  
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John Kronholm, CDOT Region 3

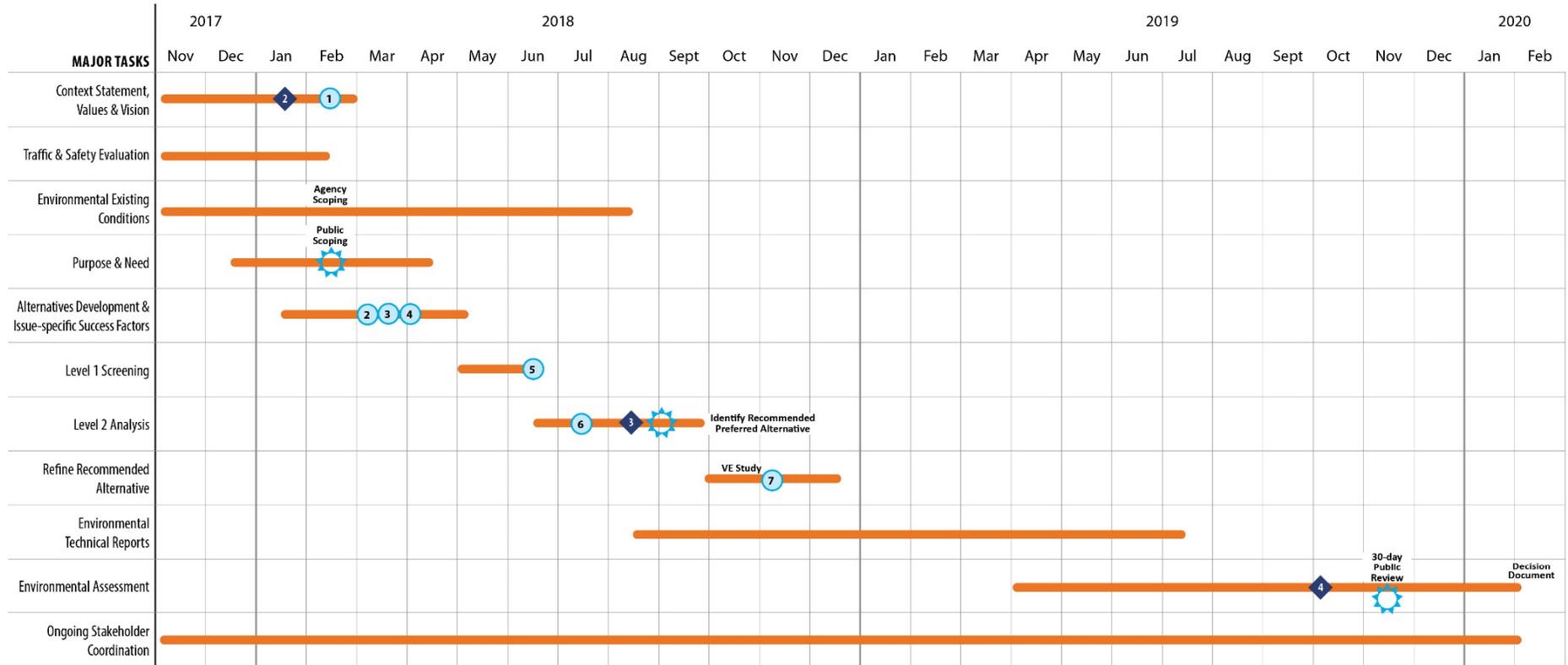
  
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Randy McIntosh, CDOT Region 3

  
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Patrick Chavez, I-70 Joint Operation Area, CDOT Region 3



**Project Schedule**



\* Additional Technical Team and Project Leadership Team meetings may be held as needed

**LEGEND**

- Public Meeting
- Technical Team (TT) Meeting
- Project Leadership Team (PLT) Meeting