

**PLANNING AND DEVELOPMENT MEMORANDUM**  
**#11-03**

January 27, 2011

**TO:** Honorable Mayor Joyce Downing and City Council Members

**FROM:** William Simmons, City Manager *WAS*  
James Hayes, Director of Planning and Development *JH*

**SUBJECT:** Transportation Planning Update

The Department of Planning and Development prepared this memorandum to provide a transportation planning update to the City Council. Staff intends to provide these updates quarterly, with additional study sessions for more detailed discussions about specific topics. Generally, these updates will provide information to the City Council regarding the Regional Transportation District (RTD) FasTracks, the North Area Transportation Alliance (NATA) and various studies and projects by the Colorado Department of Transportation (CDOT).

**RTD FasTracks**

There are two parallel processes for public input with RTD related to the FasTracks project. The East Line to DIA is being developed as a public-private partnership and the final bid resulted in savings of \$305 million. RTD is currently evaluating alternatives for the use of the "extra" funds, and presented information to NATA on December 8, 2010. NATA provided formal comments to RTD by adopting a resolution (attached). On January 11, 2011, RTD staff presented an overview of stakeholder feedback and implementation packages to the RTD Board for consideration. NATA reviewed the information and passed an updated resolution at the meeting on January 12, 2010 (attached).

The following is a short schedule for decision making as outlined by RTD:

- |                   |   |
|-------------------|---|
| January 20, 2011  | Local Government Team meeting (4:00pm) to review 2011 Annual Program Evaluation (APE), Transit Oriented Development (TOD) Pilot Program, and an RTD Development Review Services update. |
| January 25, 2011  | RTD staff to receive public comments on implementation packages, provide more detailed analysis of final three implementation packages and identify staff recommendation.               |
| February 1, 2011  | RTD FasTracks Monitoring Committee Action to recommend approval of the 2011 APE.  |
| February 15, 2011 | Receive public comments on implementation packages and staff recommendation. RTD Board approval of 2011 APE.  |

The North Metro Line project team for RTD is also completing the Final Environmental Impact Statement (FEIS), and it is planned for formal release by January 28, 2011. The following is a short-term schedule leading up to the formal comment deadline of March 1, 2011.

- |                   |   |
|-------------------|---|
| January 28, 2011  | Release of Final Environmental Impact Statement (FEIS) and opening of comment period.   |
| February 16, 2011 | Public Meeting – Skyview High School  |
| February 17, 2011 | Public Meeting – Denver Coliseum<br>Northglenn City Council study session – Review of staff comments on FEIS                          |
| February 24, 2011 | Northglenn City Council review and approval of resolution, authorizing the Mayor to execute a letter with formal comments on the FEIS |
| March 1, 2011     | FEIS Comment Deadline   |

RTD staff anticipates a formal Record of Decision (ROD) from the Federal Transit Administration (FTA) by Summer, 2011.

#### **NATA**

The North Area Transportation Alliance met on December 8, 2010 and heard a presentation from RTD on the various options for utilizing the \$300 million cost savings from the East Line. A formal resolution was adopted and provided to RTD in advance of the comment period deadline of December 17, 2010.

NATA met again on January 12, 2011 to review the RTD staff information and to provide updated comments to the RTD Board of Directors. Specifically, NATA endorsed dividing the \$305 million as follows:

- US 36 Bus Rapid Transit (BRT) - \$90 million
- I-225 (rail) from Nine Mile to Iliff - \$90 million
- NW Rail corridor – Longmont station Park and Ride - \$17 million
- North Metro corridor (rail) - \$90 million
- Contingency funds should be allocated to the aforementioned projects - \$18 million

NATA also elected new officers for 2011, with Mayor Nancy McNally (Westminster) as Chair and Mayor Joyce Downing as Co-Chair. The next meeting was tentatively scheduled for February 23, 2011.

#### **CDOT**

City staff is participating in a group known as the Adams Movers Group (AMG). This group includes transportation planning and engineering professionals from Adams County and the cities within the County. The most recent meeting was held in Brighton on November 9, 2010.

Representatives from CDOT (Region 1 and Region 6) attended the meeting and discussed a variety of topics related to State and Federal Highway improvements. Most notably was the discussion of a Planning and Environmental Linkage (PEL) study for I-25.

A PEL study is an approach to transportation decision-making that helps CDOT, DRCOG, and local agencies consider environmental issues early in the transportation planning process and use information and analysis conducted in planning in the NEPA process. It is more focused than regional or system level planning studies. According to CDOT: "PEL can result in a more efficient and streamlined NEPA process, and allow better decision-making with respect to alternatives analysis and project prioritization."

Staff received the draft scope of work, which should be finalized in the next several weeks and sent out to consultants by March, 2011. The location of the project is the I-25 corridor from State Highway 7 to U.S. Highway 36. The project is intended to evaluate the existing and future (2035) operating conditions and features of I-25. The final report shall identify existing conditions, anticipate problem areas, and develop/evaluate a range of multi-modal improvements to reduce congestion and improve operations and safety of the highway within the study area.

A complete copy of the scope of work is attached for reference purposes, and City staff will provide an update on the project at the next quarterly update.

### **Other Items**

The City Council approved a Collaborative Transportation Planning Agreement with Adams County and the surrounding cities last fall. A copy of the executed agreement is attached for reference purposes. In December, 2010 the Adams County Council of Governments also prepared some formal comments to the RTD Board of Directors. The Adams County Board of Commissioners also provided comments around the same time. Both letters are identical and attached for reference purposes.

In conclusion, staff will make a brief presentation on the contents of this memo at the upcoming City Council meeting and answer questions during the discussion.

### **STAFF REFERENCE:**

If Council members have any questions they may contact James Hayes, Director of Planning and Development at 303-450-8937 or by e-mail at [jhayes@northglenn.org](mailto:jhayes@northglenn.org).

### **ATTACHMENTS:**

Adams County Collaborative Transportation Planning Agreement, dated September 1, 2010

Resolution from NATA to RTD regarding short-term and long-term options to "Completing the Vision", dated December 8, 2010

Letter to the RTD Board of Directors from the Adams County Board of Commissioners, dated December 15, 2010

Letter to the RTD Board of Directors from the Adams County Council of Governments, dated December 17, 2010

North I-25 Corridor Study Scope of Work (CDOT), dated December 16, 2010

(Draft) Resolution from NATA to RTD regarding the alternatives for using \$305 million in cost savings from the East Line.

**ADAMS COUNTY**  
**COLLABORATIVE TRANSPORTATION PLANNING**  
**AGREEMENT**

INTERGOVERNMENTAL AGREEMENT  
AMONG  
THE CITY OF ARVADA  
THE TOWN OF BENNETT  
THE CITY OF BRIGHTON  
THE CITY OF COMMERCE CITY  
THE CITY OF FEDERAL HEIGHTS  
THE CITY OF NORTHGLENN  
THE CITY OF THORNTON  
THE CITY OF WESTMINSTER  
AND  
ADAMS COUNTY

THIS AGREEMENT is entered into effective as of the 1<sup>st</sup> day of September 2010, by and among Adams County, the City of Arvada, the Town of Bennett, the City of Brighton, the City of Commerce City, the City of Federal Heights, the City of Northglenn, the City of Thornton, and the City of Westminster, all of said parties being referred to collectively herein as the "Agencies."

WITNESSETH

WHEREAS, the Agencies are authorized by the provisions of Colo. Const. art. XIV, § 18(2)(a) and §§ 29-1-201, et. seq., C.R.S., to enter into contracts with each other for the performance of functions that they are authorized by law to perform on their own; and

WHEREAS, the coordinated efforts of all Adams County communities is necessary to implement the Adams County Transportation Plan, and to ensure an adequate transportation infrastructure to meet the needs of Adams County residents currently and for years to come; and

WHEREAS, the Agencies have a mutual interest in the coordination of current and future transportation planning within Adams County; and

WHEREAS, Adams County communities will benefit from the collective planning efforts of the Agencies working together to implement a transportation system to ensure the efficient movement of people and goods; and

WHEREAS, the Agencies wish to set forth their understanding of how the transportation planning efforts in Adams County will be coordinated for purposes of submitting project funding requests to the Colorado Department of Transportation

("CDOT") and the Denver Regional Council of Governments ("DRCOG") for consideration in the Transportation Improvement Plan ("TIP").

NOW, THEREFORE, THE AGENCIES AGREE TO COOPERATE AS FOLLOWS:

1. State Highway System Projects. The Mayors and Commissioners of the participating Agencies ("Executive Committee") will use good faith efforts to collaborate in identifying priority corridors and in the development of a prioritized countywide list for state highway system transportation projects. These priority corridors and list will be presented to CDOT representing Adams County communities for consideration in the TIP.
2. Federal/State/Local Match Transportation Projects. The Executive Committee will review and coordinate transportation projects submitted to DRCOG, which require federal, state and/or local matching funds for consideration in the TIP, prior to submittal of each Agency's project request to DRCOG. Project submittals will focus primarily on road and bridge projects, but may also include transit, bike and pedestrian projects, and Transportation Demand Management "(TDM)" projects. The purpose of this review is to provide the Executive Committee an opportunity to coordinate and collaborate on multi-modal transportation project submittals and provide multi-jurisdictional support on projects.
3. Coordination Support. The Adams County Transportation Coordination Committee ("Adams Movers Group"), which consists of staff representatives from each Agency, will assemble the project information and may utilize the Adams County Ranking Criteria and/or the DRCOG Project Ranking Criteria to initially rank the projects submitted by the Agencies for State Highway System funding. This ranking will be presented to the Mayors and Commissioners for their consideration.
4. Planning Timeline. The review and prioritization of transportation projects will coincide with the bi-annual DRCOG TIP planning process timeline and the CDOT/ Transportation Commission planning timeline.
5. Benefits Inure to Agencies Only. It is expressly understood and agreed that the enforcement of terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to the undersigned parties and nothing in this Agreement shall give or allow any claim or right of action whatsoever by any other person not included in this Agreement. It is the express intention of this Agreement that any entity, other than the Agencies that are parties to this Agreement, that receives services or benefits as a result of this Agreement shall be an incidental beneficiary only.
6. Government Immunity. No portion of this Agreement shall be deemed to constitute a waiver of any immunities the Agencies or their officers or employees may possess, nor shall any portion of this Agreement be deemed to have created a duty of care which did not previously exist with respect to any person not a party to this Agreement.

7. Term. The term of the Agreement is through December 31, 2014. Thereafter, it shall be automatically renewed for successive four-year terms. However, any Agency may withdraw from the renewed Agreement by providing written notice of its intent to do so at least (90) days prior to termination. The notice not to renew shall be by formal action of the governing body requesting withdrawal. The Agreement and its renewal shall remain in effect unless terminated by all of the Agencies.

By signing this Agreement, the Agencies acknowledge and represent to one another that all procedures necessary to validly contract and execute this Agreement have been performed, and that the persons signing for each Agency have been duly authorized by such Agency to do so.

**ADAMS COUNTY  
BOARD OF COUNTY COMMISSIONERS**

Alice J. Nichol  
Alice J. Nichol, Chairman

September 1, 2010  
Date

ATTEST:

APPROVED AS TO FORM:

[Signature]  
County Clerk



[Signature]  
County Attorney's Office

**CITY OF ARVADA**

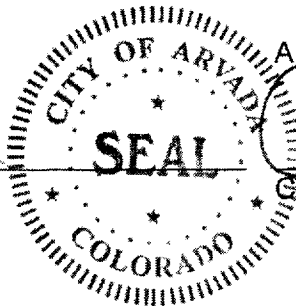
[Signature]  
( ), Mayor

October 25, 2010  
Date

ATTEST:

APPROVED AS TO FORM:

[Signature]  
City Clerk



[Signature]  
City Attorney's Office

**TOWN OF BENNETT**

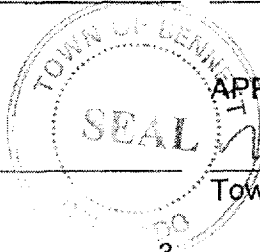
Eve J. Norn  
( ), Mayor

November 23, 2010  
Date

ATTEST:

APPROVED AS TO FORM:

[Signature]  
Town Clerk



[Signature]  
Town Attorney's Office

**CITY OF BRIGHTON**

Richard M. Lee  
( ), Mayor

11/19/10  
Date

ATTEST:

Natalie Noel  
City Clerk

APPROVED AS TO FORM:

[Signature]  
City Attorney's Office  
CHRISTOPHER EWST  
ASST. CITY ATTY.

**CITY OF COMMERCE CITY**

[Signature]  
( ), Mayor

10-18-10  
Date

ATTEST:

[Signature]  
City Clerk



APPROVED AS TO FORM:

[Signature]  
City Attorney's Office

**CITY OF FEDERAL HEIGHTS**

Jose Thomas  
( ), Mayor

9/28/10  
Date

ATTEST:

Phyllis Schott  
City Clerk

APPROVED AS TO FORM:

[Signature]  
City Attorney's Office

**CITY OF NORTHGLENN**

Jose Downing  
( ), Mayor

October 14, 2010  
Date

ATTEST:

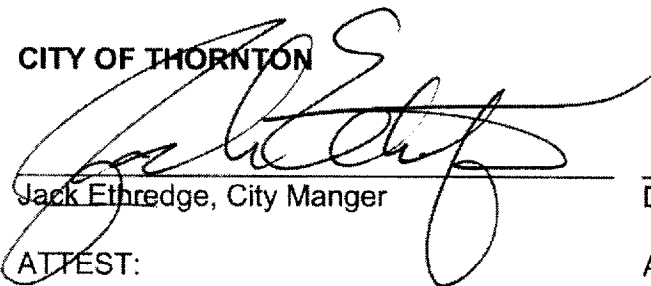
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City Clerk

APPROVED AS TO FORM:

[Signature]  
City Attorney's Office



CITY OF THORNTON

  
\_\_\_\_\_  
Jack Ethredge, City Manger

\_\_\_\_\_  
Date

ATTEST:


APPROVED AS TO FORM:

  
\_\_\_\_\_  
Nancy Vincent, City Clerk

  
\_\_\_\_\_  
Margaret Emerich, City Attorney

CITY OF WESTMINSTER


  
\_\_\_\_\_  
Nancy Moseley, Mayor

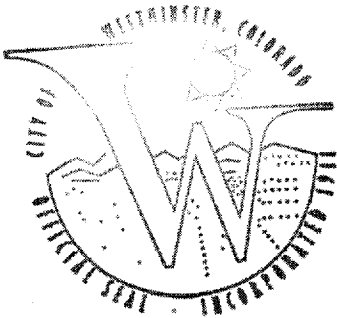
  
\_\_\_\_\_  
Date

ATTEST:

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Carla Keltos  
City Clerk - Deput

  
\_\_\_\_\_  
City Attorney's Office



## RESOLUTION

A RESOLUTION PROVIDING COMMENTS TO THE REGIONAL TRANSPORTATION DISTRICT REGARDING THE SHORT-TERM AND LONG-TERM OPTIONS TO "COMPLETING THE VISION".

WHEREAS, the cities of Brighton, Commerce City, Dacono, Erie, Firestone, Frederick, Longmont, Northglenn, Thornton and Westminster, the city and county of Broomfield, Adams County Economic Development, and the Metro North Chamber of Commerce are members of the North Area Transportation Alliance ("NATA"); and

WHEREAS, NATA is a partnership of public and private entities in the North I-25 Corridor working together to identify, develop, advocate and lobby for transportation solutions that will enhance mobility, drive economic development and reduce traffic congestion in the north metro area; and

WHEREAS, one of the top priorities identified by NATA is the completion of RTD's North Metro FasTracks Corridor in its entirety from Denver Union Station to 162<sup>nd</sup> Avenue in accordance with the 2004 Plan; and

WHEREAS, the 2004 FasTracks program included construction of passenger rail in six new corridors: West, Northwest Rail, North Metro, East, I-225, and Gold; as well as the extension of existing passenger rail in the Central, Southeast and Southwest Corridors; US 36 Corridor Bus Rapid Transit (BRT); Denver Union Station; enhanced bus/rail connection service; and construction of commuter rail, light rail and bus maintenance facilities; and

WHEREAS, the FasTracks projects currently under construction or expected to be under construction over the next eighteen months include: West Corridor, East Corridor; Gold Line; Northwest Rail to the 71<sup>st</sup> Station in south Westminster; a segment of US 36 BRT-Phase 2; Elati Light Rail Maintenance Facility; Commuter Rail Maintenance Facility; and Denver Union Station; and

WHEREAS, the programs remaining to be funded include: a) in the north area of RTD: the North Metro Corridor, Northwest Rail Corridor from the 71<sup>st</sup> Station in south Westminster to Longmont; the US 36 BRT from Wadsworth to Table Mesa Drive; and b) in the east, central and south area of RTD: the I-225 Corridor and extension of the Central, Southeast and Southwest Corridors; and

WHEREAS, FasTracks has insufficient funds to construct the North Metro Corridor, I-225 Corridor, Northwest Rail Line, the completion of the US 36 BRT-Phase 2 and the Central/Southwest/Southeast Corridor extensions in accordance with the timeframe established in the 2004 Plan without additional revenues; and

WHEREAS, RTD estimates that \$305 million will become available from the Eagle P3 Project once the full funding grant agreement is approved by the Federal Transportation Administration anticipated spring 2011; and

WHEREAS, RTD has also developed four options on potential sales and use tax increases and the extent of the remaining FasTracks projects that can be built by 2020 and full completion date for each of these four options; and

WHEREAS, RTD needs to ensure regional equity is achieved in its build-out process; and

WHEREAS, NATA believes that full build-out of the **entire** FasTracks vision is critical to the long-term viability of the Denver-metro region; and

WHEREAS, NATA desires to provide comments on the options to the RTD Board.

NOW, THEREFORE, BE IT RESOLVED BY THE NORTH AREA TRANSPORTATION ALLIANCE, AS FOLLOWS:

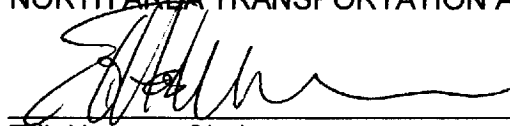
1. That the funds that are available to RTD be directed first to the projects in the north area of RTD to provide visible, significant evidence of a commitment to the north area and to building the entire system.
2. That RTD also provide funding for bus connections to transit stations.
3. That RTD not allocate funding to the three Corridor Extensions (Central/Southwest/Southeast) until significant progress has been made on the north area projects and the I-225 Corridor project.
4. That RTD continue to pursue cost-saving strategies in all corridors including single-tracking as a first phase with such savings reprogrammed to build-out the remaining corridors.
5. That NATA recognizes the need for additional tax revenues. NATA has concerns about the willingness of voters to approve multiple tax increases to accomplish FasTracks and urges RTD to weigh this factor in determining what tax rate to propose to the voters and when it would be placed on the ballot.
6. That any additional revenues from a tax increase be used only for capital purposes and the tax increase include a sunset provision.
7. That RTD continue to pursue various innovative financing alternatives that are regionally equitable including efforts to leverage available funds.
8. That a legally enforceable operating agreement be executed between RTD and BNSF that specifies levels of service and objective criteria to determine

improvements to the Northwest Rail and the North Metro Corridor prior to a vote on a tax increase.

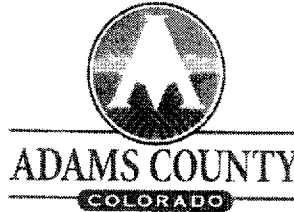
9. That RTD put in place enforceable mechanisms to ensure the funds are directed to and spent in accordance with the recommendations provided herein.

PASSED AND ADOPTED at a regular meeting of the North Area Transportation Alliance on December 8, 2010.

NORTH AREA TRANSPORTATION ALLIANCE

A handwritten signature in black ink, appearing to read 'Erik Hansen', is written over a horizontal line.

Erik Hansen, Chair



Commissioners' Office  
450 South 4th Avenue  
Brighton, CO 80601  
PHONE 303.654.6100  
FAX 303.659.0577  
www.co.adams.co.us

December 15, 2010

RTD Board of Directors  
1600 Blake St.  
Denver, CO 80202

**Re: ADCOG Request for Improvements in the North Metro Area**

Dear RTD Board of Directors:

The Adams County Board of Commissioners, in consultation with the Adams County Council of Governments (ADCOG), whose members include Adams County and the cities located therein, would like to first thank RTD for the public and stakeholder outreach process related to the short-term and long-term funding options for building out FasTracks. RTD has indicated that it anticipates \$305 million will be available in 2011 and has provided several "short-term" options on how this money could be spent. RTD has also provided four sales tax rate increase scenarios to address long-term funding of FasTracks.

RTD has indicated that eight projects will be under construction over the next 18 months, including the West Corridor, East Corridor to DIA, Gold Line, Northwest Rail to Westminster at 72<sup>nd</sup> Street, US 36 BRT – Phase 2, Denver Union Station, Light Rail and Commuter Rail Maintenance Facilities which will add capacity to the existing Central, Southwest and Southeast Light-Rail Corridors. However, there are insufficient funds to construct the North Metro Corridor, I-225 Corridor, Northwest Rail Line, the Central/Southwest/Southeast corridor extensions, the other bus/transit improvements and fulfill the original U.S. 36 BRT original commitment by 2020 without an additional sales tax increase of 0.4 percent. This lack of significant improvements in the north area is of grave concern to the members of ADCOG, particularly in light of the commitment to "regional equity" made by the RTD Board.

We recognize that additional tax revenues will be needed in the future if build out of the remaining corridors, bus/transit improvements and fulfillment of U.S. 36 BRT obligations are to occur before 2042. However, we also believe the RTD Board has an opportunity to demonstrate a commitment to the remaining corridors in the decisions it makes with regard to the use of the \$305 million as well as capital funds that may be available as a result of a sales tax rate increase.

As the RTD Board considers the use of the \$305 million and the amount and timing of a future sales tax increase, we strongly urge the board to ensure that its decisions achieve regional equity in the build out process. We believe that in order for this to occur, RTD must use the funds available to demonstrate a visible commitment to building out the remaining corridors (North Metro, Northwest Rail, I-225, U.S. 36 BRT) prior to providing additional enhancements or extensions to existing facilities.

BOARD OF COUNTY COMMISSIONERS

W. R. "Skip" Fischer  
DISTRICT 1

Alice J. Nichol  
DISTRICT 2

Larry W. Pace  
DISTRICT 3

We also urge the RTD Board to include bus connections to transit stations throughout the metro area as a way to show citizens that the district will continue to look for ways to connect people that will not have a FasTracks rail line near their community.

Members of ADCOG also urge RTD to continue searching for alternative funding resources, outside of a future sales tax increase, and to pursue cost-saving measures for all corridors, including single-tracking as part of an initial phase with savings reprogrammed to the remaining unfunded corridors. The single-tracking cost savings measure has been applied to the North Metro Corridor and is being proposed for a portion of the East Corridor.

If additional tax revenues are realized, we urge RTD to use these monies specifically for capital purposes and to include a sunset provision in the ballot language that would terminate the additional tax at an appropriate time in the future. This decision can be clearly communicated to the metro area because operating costs for the entire FasTracks system are already covered under the original FasTracks program approved by voters in 2004.

Finally, due to the current uncertainty of the Northwest rail or North Metro corridors being able to use certain portions of the Burlington Northern Santa Fe railroad's rights-of-way, we encourage RTD to develop a legally enforceable operating agreement with the railroad prior to proposing a tax increase to voters.

These assurances from RTD are vital to maintain the north area jurisdictions' support for the build-out of the FasTracks program. We urge RTD to consider our comments carefully and continue to have an open dialogue with the north metro area to find ways to move the FasTracks program forward.

Sincerely,



Alice J. Nichol  
Chairman



W. R. "Skip" Fischer



Larry W. Pace

c: Members of the Adams County Council of Governments:

Adams County  
City of Aurora  
Town of Bennett  
City of Brighton  
City of Commerce City  
City of Federal Heights  
City of Northglenn  
City of Thornton  
City of Westminster

December 17, 2010

RTD Board of Directors  
1600 Blake Street  
Denver, CO 80202

Re: ADCOG Request for Improvements in the North Metro Area

Dear RTD Board of Directors:

On behalf of the members of the Adams County Council of Governments (ADCOG), which includes Adams County and the cities located therein, we would like to take this opportunity to first thank RTD for the public and stakeholder outreach process related to the short-term and long-term funding options for building out FasTracks. RTD has indicated that it anticipates \$305 million will be available in 2011 and has provided several "short-term" options on how this money could be spent. RTD has also provided four sales tax rate increase scenarios to address long-term funding of FasTracks.

RTD has indicated that over the next 18 months, eight projects will be under construction including the West Corridor, East Corridor to DIA, Gold Line, Northwest Rail to Westminster at 72<sup>nd</sup> Street, US 36 BRT – Phase 2, Denver Union Station, Light Rail and Commuter Rail Maintenance Facilities which will add capacity to the existing Central, Southwest and Southeast Light-Rail Corridors. However, there are insufficient funds to construct the North Metro Corridor, I-225 Corridor, Northwest Rail Line, the Central/Southwest/Southeast corridor extensions, the other bus/transit improvements, and fulfill the original U.S. 36 BRT original commitment by 2020 without an additional sales tax increase of 0.4%. Needless to say, the lack of significant improvements in the north area is of grave concern to the members of ADCOG, particularly in light of the commitment to "regional equity" made by the RTD Board.

We recognize that additional tax revenues will be needed in the future if build out of the remaining corridors, bus/transit improvements, and fulfillment of U.S. 36 BRT obligations are to occur before 2042. However, we also believe the RTD Board has an opportunity to demonstrate a commitment to the remaining corridors in the decisions it makes with regard to the use of the \$305 million as well as capital funds that may be available as a result of a sales tax rate increase.

As the RTD Board considers the use of the \$305 million and the amount and timing of a future sales tax increase, we strongly urge the Board to ensure that its decisions achieve regional equity in the build out process. We believe that in order for this to occur, RTD must use the funds available to demonstrate a visible commitment to building-out the remaining corridors (North Metro, Northwest Rail, I-225, U.S. 36 BRT) prior to providing

additional enhancements or extensions to existing facilities. We also urge the RTD Board to include bus connections to transit stations throughout the metro area as a way to show citizens that the District will continue to look for ways to connect people that will not have a FasTracks rail line near their community.

ADCOG also would urge RTD to continue searching for alternative funding resources outside of a future sales tax increase, as well as to pursue cost-saving measures for all corridors, including single-tracking as part of an initial phase with savings reprogrammed to the remaining unfunded corridors. The single-tracking cost savings measure has been applied to the North Metro Corridor and is being proposed for a portion of the East Corridor.

If additional tax revenues are realized, we urge RTD to use these monies specifically for capital purposes and to include a sunset provision in the ballot language that would terminate the additional tax at an appropriate time in the future. This decision can be clearly communicated to the metro area because operating costs for the entire FasTracks system are already covered under the original FasTracks program the voters approved in 2004.

Last, because of the current uncertainty of the Northwest rail or North Metro corridors being able to utilize certain portions of the Burlington Northern Santa Fe railroad's rights-of-way, we encourage RTD to develop a legally enforceable operating agreement with the railroad prior to going to the voters on a tax increase.

These assurances from RTD are vital to maintain the north area jurisdictions' support for the build-out of the FasTracks program. We urge RTD to consider our comments carefully, and continue to have an open dialogue with the north metro area on finding ways to move the FasTracks program forward.

Members of the Adams County Council of Governments:

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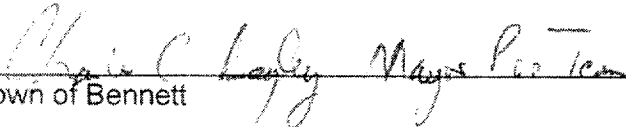
Adams County

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City of Arvada




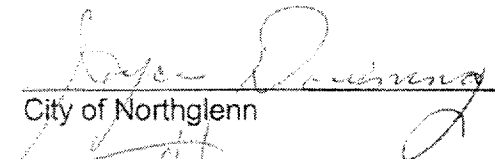
City of Aurora

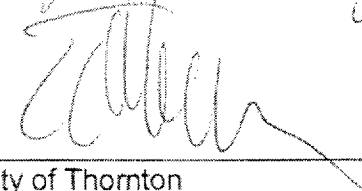
  
Town of Bennett


  
City of Brighton

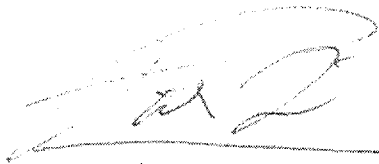
  
City of Commerce City

  
City of Federal Heights

  
City of Northglenn

  
City of Thornton

  
City of Westminster

  
City of Boulder

1/11/2011

## SCOPE OF WORK BASIC CONTRACT NORTH I-25 CORRIDOR STUDY

CONTRACT TYPE

- Specific Rate of Pay
- Cost Plus Fixed Fee
- Lump Sum

CONTRACT DATE: \_11/03/2010

PROJECT NUMBER: 0253-219

PROJECT LOCATION: I-25 between US 36 and SH-7.

PROJECT CODE: 18215

THE COMPLETE SCOPE OF WORK INCLUDES THIS DOCUMENT (ATTACHED TO THE CONTRACT FOR CONSULTANT SERVICES) AND, IF REFERENCED,

SECTION 1 PROJECT SPECIFIC INFORMATION	Dated:
SECTION 2 PROJECT MANAGEMENT AND COORDINATION	Dated:
SECTION 3 EXISTING FEATURES	Dated:
SECTION 4 REFERENCE ITEMS NEEDED BY THE CONSULTANT	Dated:
SECTION 5 GENERAL INFORMATION	Dated:
SECTION 6 STUDY WORK TASK DESCRIPTIONS	Dated:
APPENDIX	Dated:

Comments regarding this scope may be directed to:

**Bernie Rasmussen**  
CDOT Agreements Office,  
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## **SECTION 1 PROJECT SPECIFIC INFORMATION**

### **1 PROJECT BACKGROUND**

CDOT has decided to hire a consultant to provide an improved overview and understanding of Interstate 25 (I-25). The selected consultant team (hereinafter referred to as the Consultant) shall evaluate the existing and future (2035) operating conditions and features of I-25. In this study, the consultant shall produce a Planning Environmental Linkage (PEL) Report with the goal of identifying existing conditions, anticipated problem areas, and develop/evaluate a range of multimodal improvements to reduce congestion and improve operations and safety of the highway within the study area.

The study area for this project includes Interstate 25 from U.S. 36 (MP 217.006) to State Highway 7 (MP 229.107).

Descriptions of the consultant responsibilities and duties are further described in this document.

I-25 between U.S. 36 and State Highway (SH) 7 is one of the most congested stretches of interstate in the Denver Metro Area. This north-south interstate currently provides three travel lanes in each direction within the study area. CDOT data indicates the average daily traffic (ADT) along this stretch of I-25 is as high as 174,000 vehicles. I-25 has full interchange connectors with U.S. 36, 84<sup>th</sup> Ave, Thornton Pkwy, 104<sup>th</sup> Ave, 120<sup>th</sup> Ave, 136<sup>th</sup> Ave, 144<sup>th</sup> Ave, E-470, and SH-7.

The North I-25 Environmental Impact Statement (EIS) is currently being completed from the Fort Collins/Wellington area south to downtown Denver. The EIS recommends adding managed lanes on I-25 from Fort Collins to Denver and adding general purpose lanes north of SH-7. The north Denver metro area communities would like to investigate the more localized congestion in the general purpose lanes and define a range of improvements needed to reduce congestion, and improve operations and safety of this section of I-25 as well as that of the interchange connectors.

CDOT will award one contract as a result of this RFP.

### **2 PROJECT GOALS**

The objective of this Project is to work with and gain support of stakeholders to analyze and develop a range of improvements to reduce congestion and improve operational performance and safety of I-25 between U.S. 36 and SH-7. An Executive Committee will be formed of elected officials or senior-level staff appointed by the respective local officials from the affected jurisdictions and oversight agencies. Also a Technical Advisory Committee will be formed to include technical staff from the affected jurisdictions/support agencies/regional partners. The Executive Committee will be briefed by the Technical Advisory Committee and the Project Team at milestones throughout the project. More information about the roles and

responsibilities of the Executive and Technical Advisory Committees can be found in Project Coordination of Section 2.

The objectives of the plan are:

1. To identify the multi-modal goals, objectives and visions of various jurisdictions for the corridor.
2. Complete the study in a manner in accordance with the FHWA Planning Environmental Linkage (PEL) process. This will include:
  - Public Outreach
  - Outreach to local governments and special interest groups affected by or within the study area
  - Outreach to State and Federal Resource agencies
  - Documentation to NEPA standards so information developed in this study can be appended or referenced in a final NEPA document
  - Assist CDOT in completing the PEL questionnaire for submittal to FHWA. This questionnaire has been included in Reference B.
3. Identify existing and future problem areas in the corridor from a congestion, operational, and safety perspective.
4. Assist CDOT, Public Agencies, and resource agencies in identifying issues in the corridor of importance to each respective agency
5. Recommend a set of phased plan improvements to
  - a) optimize corridor operations
  - b) decrease congestion and improve travel time
  - c) improve safety
6. Establish a priority list for planned improvements
7. Develop and analyze conceptual costs of improvements

In order to meet these objectives the Study shall:

- a. Utilize information from the North I-25 EIS
- b. Collect and consolidate all existing information on the corridor
- c. Develop an existing traffic conditions report to identify current bottlenecks and compare future travel demands to existing corridor capacity to identify the kinds of travel patterns that are inadequately served.
- d. Identify operational hotspots and develop improvements and evaluate alternatives based on screening criteria that work with the preferred ultimate alternative for the corridor
- e. Document the travel markets that use the transportation system. Travel markets may be defined in terms of:
  - Geographic locations of the origins and destinations
  - Land Use characteristics
  - Trip purpose

- Length of trip
  
- f. Meet with local agencies, regional partners, special interests and the public to discuss their goals, concerns, and ideas. Based on these meetings, the Consultant will work with the Technical Advisory Committee to develop support among the team and determine what alternatives are to be studied.
  
- g. Provide an easy-to-read pictorial summary guide that helps evaluate the pros and cons of each alternative in a creative and meaningful way.

### **3 WORK DURATION**

The time period for the work described in this scope is approximately 365 calendar days.

### **4 WORK PRODUCT**

The Consultant work products are:

- A. Reports
  - a) Existing Conditions Report
  - b) Corridor PEL Study Report
- B. Project Coordination
- C. Interagency coordination
- D. Schedules
- E. Meeting Minutes
- F. Task Work Products as described in Section 6
- G. Public Involvement Coordination

Detailed work product requirements are described in the following sections. All work required to complete this Scope of Work requires the use of English Units.

### **5 WORK PRODUCT COMPLETION**

All submittals must be accepted by the CDOT Contract Administrator or designee.

### **6 SCOPE OF WORK ORGANIZATION**

This draft scope of work has been reviewed by the Department and reflects a plan of approach based on the known goals. One factor determining the selection of a consultant is the ability of that consultant to analyze the project goals, evaluate the work elements, and formulate a work plan. This process may produce new approaches or modification to the project work elements. Because of that, all consultants should be aware the Final Scope of Work for the project will be produced with input from the selected Consultant.

## **SECTION 2 PROJECT MANAGEMENT AND COORDINATION**

### **1 CDOT CONTACT**

The Contract Administrator for this project is: Jay Hendrickson, Region-6, North Engineering.

Regional Transportation Director - Reza Akhavan

Active day-to-day administration of the contract will be delegated to:

- A. Name: Andy Stratton.
- B. Title: Professional Engineer I.
- C. Address: 4670 Holly Street, Unit D.
- D. Telephone: (303) 398-6746.
- E. Fax: (303) 398-6781.

### **2 PROJECT COORDINATION**

Coordination may be required with the following:

#### **A. Lead Agencies**

- a) CDOT Region 6
- b) CDOT Region 4
- c) Federal Highway Administration (FHWA)
- d) Federal Transit Administration

#### **B. Cities**

- a) Brighton
- b) Broomfield
- c) Commerce City
- d) Dacono
- e) Denver
- f) Erie
- g) Firestone
- h) Frederick
- i) Longmont
- j) Northglenn
- k) Thornton
- l) Westminster

#### **C. Counties**

- a) Adams
- b) Boulder
- c) Broomfield
- d) Denver
- e) Weld

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**D. Regional Partners**

- a) Adams County Economic Development Corporation
- b) Adams County Movers
- c) Colorado Motor Carriers Association
- d) Metro North Chamber
- e) North Area Transportation Alliance
- f) Denver Metro Chamber of Commerce
- g) Regional Transportation District (RTD)
- h) Denver Regional Council of Governments (DRCOG)
- i) Urban Drainage and Flood Control District (UDFDC)
- j) State and Federal Resource Agencies

E. Executive Committee shall be briefed at milestones throughout the project by the Technical Committee and Project Team. The Executive Committee is not intended to be a decision making entity. It will be formed of elected officials or senior-level staff appointed by the respective local officials from the affected jurisdictions and oversight agencies.

F. Technical Advisory Committee shall be included in monthly task force meetings and work with the Project Team in the decision making process. The Technical Advisory Committee will be formed to include technical staff from the affected jurisdictions/support agencies/regional partners.

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### **SECTION 3 EXISTING FEATURES**

**1     STRUCTURES**

See Field Log of Structures

**2     UTILITIES**

Contact Utility Notification Center of Colorado (U.N.C.C.) at 1-800-922-1987.

**3     IRRIGATION DITCHES TBD**

**4     RAILROADS TBD**

**Note: The above is a list of the known features in the area. It should not be considered as complete. The Consultant should be alert to the existence of other possible conflicts.**

### **SECTION 4 REFERENCE ITEMS NEEDED BY THE CONSULTANT**

**1     CURRENT CDOT MANUALS, SPECIFICATIONS, STANDARDS, ETC.**

Electronic files of applicable standards. All CDOT forms specified in this document. The consultant shall obtain and utilize the most recent CDOT adopted references including standards and specifications, manuals and software or as directed by the CDOT/PM.

### **SECTION 5 GENERAL INFORMATION**

**1     NOTICE TO PROCEED**

Work will not commence until the written Notice-to-Proceed is issued by the State with certification from the Consultant that the work will be completed within the allotted time. Work may be required, night or day, on weekends, on holidays, or on split shifts. CDOT must concur in time lost reports prior to the time lost delays are subtracted from time charges. Subject to CDOT prior approval the time charged may exclude the time lost for:

- A. Reviews and Approvals.
- B. Response and Direction

**2      PROJECT COORDINATION**

**A. Routine Working Contact**

The routine working contact will be between the CDOT Project Manager (CDOT/PM) and the Consultant Project Manager (C/PM) as defined in Appendix C.

**B. Project Manager Requirements**

Each Project Manager will provide the others with the following:

- a. A written synopsis or copy of their respective contacts (both by telephone and in person) with others.
- b. Copies of pertinent written communications.

**3      ROUTINE REPORTING AND BILLING**

The Consultant will provide the following on a routine basis:

**A. Coordination**

Coordination of all contract activities by the C/PM

**B. Periodic Reports and Billings**

The periodic reports and billings required by CDOT Procedural Directive 400.2 (Monitoring Consultant Contracts), including monthly drawdown schedules.

**C. Minutes of all Meetings:**

The minutes will be completed and provided to the CDOT/PM within five (5) working days after the meeting. When a definable task is discussed during a meeting, the minutes will identify the "Action Item", the party responsible for accomplishing it, and the proposed completion date.

**D. General Reports and Submittals**

In general, all reports and submittals must be approved by CDOT prior to their content being utilized in follow up work effort.

**4      PERSONNEL QUALIFICATIONS**

The Consultant Project Manager (C/PM) must be approved by the CDOT Contract Administrator. Certain tasks must be done by Licensed Professional Engineers (PE) or Professional Land Surveyors (PLS) who are registered with the Colorado State Board of Registration for Professional Engineers and Land Surveyors. National Institute for Certification in Engineering Technology (NICET) or other certifications may be required for project inspectors and testers.

All tasks assigned to the Consultant must be conducted by a qualified person on the Consultant team. The qualified person is a professional with the necessary education, certifications (including registrations and licenses), skills, experience, qualities, or attributes to complete a particular task.

**5 CDOT COMPUTER/SOFTWARE INFORMATION**

The consultant shall utilize the most recent CDOT adopted software. The primary software used by CDOT is as follows:

- |                                |   |
|--------------------------------|---|
| A. Earthwork                   | InRoads   |
| B. Drafting/CADD               | InRoads and Microstation with CDOT's formatting configurations and standards. |
| C. Survey                      | CDOT TMOSS, InRoads   |
| D. Geometry                    | CDOT COGO (Coordinate Geometry)   |
| E. Bridge                      | CDOT Staff Bridge software shall be used in either design or design check     |
| F. Estimating                  | Transport (an AASHTO sponsored software) as used by CDOT                      |
| G. Specifications              | Microsoft Word  |
| H. Traffic Operations Analysis | Synchro/SimTraffic & Vissim, Dynus-T, DYNASMART                               |
| I. Reports                     | Adobe Acrobat 7.0 Professional  |

**6 COMPUTER DATA COMPATIBILITY**

CDOT presently utilizes a data format which Consultants shall be required to use for submitting survey, photogrammetry and the design data: Inroads

The data format used by the Consultant to submit surveying and photogrammetric data shall be as determined by the CDOT/PM in coordination with the respective Region PLS. The data format for submitting design computer files shall be compatible with the latest version of the adopted CDOT program. The Consultant shall immediately notify the CDOT/PM if the firm is unable to produce the desired format for any reason and cease work until the problem is resolved.

**7 PROJECT DESIGN DATA AND STANDARDS**

**A. References:**

Appendix A is a list of technical references applicable to CDOT work. The consultant is responsible for ensuring compliance with the latest CDOT adopted version of the listed references. Conflicts in criteria shall be resolved by the CDOT/PM.

**B. PEL Questionnaire:**

Appendix B is the PEL Questionnaire. The questionnaire is intended to act as a summary of the Planning process and ease the transition from the planning study to a NEPA analysis. This Questionnaire is reviewed and approved by FHWA at the conclusion of the PEL Study. The completed questionnaire shall be incorporated into the completed PEL Study.

## **SECTION 6 STUDY WORK TASK DESCRIPTIONS**

This section establishes the consultant's individual task responsibility. The consultant shall maintain the ability to perform all work tasks which are indicated below, in accordance with the forms and conditions contained herein, and the applicable CDOT standards. Selected work tasks shall be assigned only after coordination and consultation with CDOT. The Consultant is also responsible for coordinating the required work schedule for those tasks accomplished by CDOT and other agencies. The Consultant should review this entire section to identify applicable material. Contact the Colorado Department of Transportation/Project Manager (CDOT/PM) if clarification is required (see Section 2.01).

The following activities of communication, consensus building, project team reviews, conceptual design, data gathering, documentation, and formal public notice should be planned by the Consultant and coordinated with the CDOT/PM. The time of their accomplishment will overlap and parallel paths of activity should be planned to finish the development phase in accordance with the shortest possible schedule. The type and number of meetings, documents, etc., will depend on the category and characteristics of the project work. A project plan shall be developed by the Consultant which satisfies the requirements of the project development. This plan must be approved by the Contract Administrator (see Section 2.01) before starting the work.

### **TASK 1 - PROJECT INITIATION AND COORDINATING REQUIREMENTS**

The Consultant shall provide a plan for management coordination and control to ensure successful and timely completion of this study. At the beginning of work under this contract, the Consultant shall prepare a detailed work plan, including schedule and cost breakdown for each sub-task described in this scope of services.

The management plan shall establish the key decision points and let all participants know how and when they can provide input.

The management plan shall include a public participation work plan. The public participation work plan shall at a minimum include:

- Preliminary identification of critical issues and problems in need of resolution.
- Identification of Resource Agencies with an interest in the Corridor and the level of consultation required with each agency for successful completion of the study.
- Identification of community leaders, elected officials, interest groups, media and key community/business entities and/or groups.
- Identification of planned community events in the corridor that are scheduled during the PEL study that might conflict with the scheduling of public meeting dates.
- Description of participation methods, objectives, and where each fits into the schedule.
- Lists of stakeholders, elected officials, recourse agencies and their respective contacts.
- A minimum of two public meetings.
- Plan for coordination with appropriate internal contacts for implementing work plan (ie PR, govt relations office)

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The Consultant shall submit monthly cost and schedule reports to enable project monitoring. The contract budget and schedule shall be regarded as the baseline against which status and progress are measured and reported.

The Consultant and the CDOT Project Manager (Project Manager) shall meet at least monthly to review the cost, schedule status and progress of the work, as well as address unanticipated problems and potential solutions. The Consultant shall prepare status presentations at key milestones to update the Agencies on the status and progress of the work. The Consultant shall be responsible for preparing and keeping a record of meeting minutes. The Consultant should carefully anticipate the number of meetings that shall be necessary, as the cost of all meetings shall be included as part of the contract price. The Consultant shall prepare for and participate in these meetings, and shall provide documentation of the meetings such as presentation materials and meeting minutes.

The Consultant shall submit working and final drafts on all work products in a timely manner to allow for adequate review and revision prior to final submittal schedules. The Consultant invoices shall be prepared to show cost against major milestone tasks.

**TASK 1 WORK PRODUCT: Project management plan, contract budget and schedule and quality control plan, monthly progress report, and payment and review milestones; presentation materials, and meeting minutes.**

**NOTE:**

*For Tasks 2 and 3, the Agencies will assist the Consultant in the preparation of the different work products. For these tasks, the responsibilities of the Agencies and of the Consultant are defined.*

**TASK 2 - EXISTING CONDITIONS REPORT**

The work product of this task is an Existing Conditions Report. The report shall:

1. Collect and consolidate existing information on this corridor of I-25. An appendix shall be created to document, in list form, the sources of the existing information. This existing information shall be used in the tasks below.
2. Document the existing transportation system in the corridor including highway through and auxiliary lanes, right-of-way and access; arterial lanes and access; transit types / service levels including station locations, routes and frequency, safety records and ridership and major concentrations of riders. The document shall also include bicycle and pedestrian facilities, planned and existing intermodal connection facilities and stations.
3. Document the travel markets that use the transportation system. Travel markets may be defined in terms of:
  - Geographic locations of the origins and destinations
  - Land Use characteristics
  - Trip purpose
  - Length of Trip

4. Perform traffic study to assess existing traffic operations and safety. Document future (2035) travel demands based on existing information along the corridor with models from DRCOG (DynasmartP/DynusT) and subsequent changes to Land Use Plans as provided by the Local Agencies. Future travel demands shall be compared to existing corridor capacity at select screen lines and inadequately served travel patterns shall be identified.
5. Identify adjacent and parallel transportation facilities which have an impact on the I-25 Corridor.
6. Identify any planned developments along the corridor.
7. Summarize current roadway features including present roadway categorization per State of Colorado State Highway Access Code, lane configurations, roadway and right-of-way widths and adjacent land ownership characteristics, building set-backs, utility and environmental concerns, and those areas of the corridor that have been identified by past CDOT Safety Assessment Reports as having safety related issues.
8. Compile existing environmental conditions of the corridor:

Conduct an environmental scan and list of critical environmental issues within the corridor that include the following tasks:

- Map environmental resources and prepare a list of environmental issues.

Include, at a minimum:

- Floodways and 100-year flood plain boundaries
- Likely locations of wetlands
- Known Archaeological and Paleontological sites
- Mines
- Hazardous waste sites
- Community of public wells
- Historical buildings, sites, and districts
- Rivers and lakes (identifying any designated wild and scenic rivers)
- State and national forests
- Wildlife reserves
- Critical wildlife habitat
- Threatened and endangered species (locations or likely presence)
- Public parks
- Prime agricultural land
- Barrier effect
- Pedestrian and bicycle access
- Noise
- Air Quality

- Neighborhood/business displacement

- Identify those areas expected to require further analysis for NEPA purposes.

- Prepare an environmental scan report for CDOT and public review.

- Identify and describe any features that may require context sensitivity.

**Expected Products (Results)**

- An environmental scan map of key socioeconomic and environmental resources;
- A list of environmental issues within the corridor, and identification of areas that require further analysis.
- A report summarizing the results of the research of land uses and other characteristics of the region. The report should include:
  - Community profile, including population, growth trends, and employment trends, for use in future forecasts
  - Current land uses
  - Planned land uses
  - Historical and cultural buildings and site

9. Identify data gaps in the existing information once compiled. Missing information will be obtained and provided in the Existing Conditions Report to complete Task 2.

Agency Responsibilities - The Agencies will provide the Consultant with existing local land use and transportation plans. The Agencies will assist the Consultant in obtaining any other data which may be necessary in completing the existing conditions report. The Agencies will appoint one individual as their designated liaison to CDOT and the Consultant in order to better facilitate communication.

Consultant Responsibilities - The Consultant shall prepare a Corridor Conditions Assessment Report which includes all elements as described above.

**TASK 2 WORK PRODUCT: Corridor Conditions Assessment Report which presents the findings from the Responsibilities described above in a clear and concise manner. A summary of comments and key issues received at Public-Stakeholder meetings.**

**TASK 3 - DEVELOP A STATEMENT OF PURPOSE AND NEED AND IDENTIFY GOALS FOR THE CORRIDOR**

Develop an Executive Summary containing the following:

1. Identify the visions CDOT and each jurisdiction have for the future of the corridor and points of disagreement and congruence.
2. Refer to data identified in the Existing Conditions Report regarding existing and expected deficiencies in the transportation system serving the corridor area to compile a list of system deficiencies. Where possible, locate the deficiencies on a base map for use at the public meetings.
3. Reference the list of issues that resulted from contacts with stakeholders and general knowledge of the corridor to identify a list of key needs in the corridor.
4. Prepare a preliminary list of existing and anticipated deficiencies in the corridor. The list should describe the existing or anticipated deficiencies in the transportation system and the growth or changing needs in the corridor. Prepare visual displays summarizing data compiled to date. Include key factors of the corridor including the preliminary list of deficiencies already identified.
5. Produce a written statement of purpose and need. This statement should be an "umbrella" statement for the corridor, based in identification of needs and deficiencies. The statement should reflect the context sensitivity of the corridor's communities to help reach their transportation goals by encouraging the consideration of land use, transportation, environmental and infrastructure needs in an integrated manner.
6. Identify goals for the corridor.

**TASK 3 WORK PRODUCT: An executive summary which presents the findings from the Responsibilities described above in a clear and concise manner. A summary of comments and key issues received at Public-Stakeholder meetings. The executive summary shall be incorporated into the PEL Study.**

**TASK 4 - CORRIDOR PEL STUDY REPORT**

A Corridor PEL Study shall be prepared with the following objectives.

1. Express a common vision between CDOT and the Agencies as to the future operational functionality of the corridor both as a whole and as discrete segments.
2. Develop a set of alternatives in a multi-jurisdictional environment which:
  - a) Optimize corridor operations.
  - b) Decrease congestion and improve travel time.
  - c) Improve safety.

Five basic measures should be used to judge alternatives. This evaluation is intended to illuminate the issues and provide a coherent discussion prior to selecting a preferred corridor strategy.

- Assess Compliance – This analysis should determine whether the alternative complies with the purpose and need.
  - Assess Effectiveness – This analysis should quantify how each alternative addresses deficiencies and needs as identified in Tasks 2 and 3.
  - Assess Economic Feasibility – This analysis should compare the alternatives in terms of whether the benefits are commensurate with the costs. It also should consider the availability of funds for construction and operation as well as equity – the distribution of costs and benefits.
  - Assess Environmental Feasibility – This analysis should determine the impacts of each alternative on important environmental resources and feasibility regarding environmental issues and regulations. Conceptual avoidance and minimization measures should be developed following the identification of impacts and concerns.
  - Assess Goal Feasibility – This analysis should compare the feasibility of each alternative regarding conformity with local comprehensive plan goals and policies.
3. Recommend and prioritize improvements for the corridor that may be implemented in phases.
  4. Provide an easy-to-read pictorial summary guide that helps evaluate the pros and cons of each alternative in a creative and meaningful way.
  5. Present Alternatives to the Public through whatever means is agreed to in Task 1.



Consultant Responsibilities - The consultant shall coordinate with CDOT and the other jurisdictions to review the findings of the Corridor PEL Study Report and, if possible, agree on a common vision for the future of the corridor. The Consultant shall then prepare a PEL Study Report with the elements described above.

**TASK 4 WORK PRODUCT: PEL Study Report which presents the findings from the Responsibilities described above in a clear and concise manner. A summary of comments and key issues received at Public-Stakeholder meetings.**

#### **TASK 5 – PUBLIC INVOLVEMENT COORDINATION**

CDOT will assist the Consultant in organizing all Stakeholder meetings and Public Meetings. The Consultant is responsible for creating and providing all materials for these meetings. It is anticipated that a minimum of two meetings between the Consultant and the Public-Stakeholders will be necessary for this Task. In addition to this, it is anticipated that numerous other contacts will need to be made with all of the public agency stakeholders, both at the staff level and the elected official level, to communicate and negotiate the stakeholders' concerns about specific problems and visions for the corridor.

The Consultant shall provide the presentation aids, and help conduct the following meetings:

- a) General Public Meetings (Information and workshops)  
The format of these meetings will be dictated by the project and goals for the meetings. These meetings may be used to establish communications with the public, add to the "contact list", and gather information regarding local concerns. The meetings may also take the form of a work session or workshop with the affected parties.
- b) Executive Committee Meetings  
These meetings are intended to disseminate project progress information to representatives of the Executive Committee at project milestones.

**TASK 5 WORK PRODUCT: Presentation aids which will be used during public involvement coordination.**

#### **TECHNICAL AND PEER REVIEW**

All study reports and design work products will be reviewed by the Agencies

#### **PROJECT SCHEDULE**

The contract period shall be 12 months from the date of execution of the contract.

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**CONTRACT COMPLETION**

This Contract will be satisfied upon acceptance of the following items if applicable:

- A. Project Schedule
- B. All work products as described above
- C. Project Progress Meeting Minutes
- D. All documents found In Research
- E. All Permission to Enter forms
- F. Photography Products
- G. Ownership Map
- H. Original Field Notes
- I. Completion of review of contract submittals

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## **APPENDIX A REFERENCES**

### **1 AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS (AASHTO) PUBLICATIONS** (using latest approved versions):

- A. A Policy on Design Standards-Interstate System
- B. A Policy on Geometric Design of Highways and Streets
- C. Guide for Design of Pavement Structures
- D. Standard Specifications for Highway Bridges
- E. Guide for the Design of High Occupancy Vehicle and Public Transfer Facilities
- F. Guide for the Development of Bicycle Facilities
- G. Standard Specifications for Transportation Materials and Methods of Sampling and Testing – Part I, Specifications and Part II, Tests
- H. Highway Design and Operational Practices Related to Highway Safety
- I. Roadside Design Guide

### **2 COLORADO DEPARTMENT OF TRANSPORTATION PUBLICATIONS** (using latest approved versions):

- A. CDOT Design Guide (all volumes)
- B. CDOT Bridge Design Guide
- C. CDOT Bridge Detailing Manual
- D. Bridge Rating Manual
- E. Project Development Manual
- F. Erosion Control and Storm Water Quality Guide
- G. Field Log of Structures
- H. Cost Data Book
- I. Drainage Design Manual
- J. CDOT Quality Manual
- K. CDOT Survey Manual
- L. CDOT Field Materials Manual
- M. CDOT Design Guide, Computer Aided Drafting (CAD)
- N. Erosion Control and Storm water Quality Guide
- O. Standard Plans, M & S Standards
- P. Standard Specifications for Road and Bridge Construction and CDOT Supplemental Specifications
- Q. Item Description and Abbreviations (with code number) compiled by Engineering Estimates and Marked Analysis Unit, CDOT
- R. Right-of-Way Manual, Chapter 2, Plans and Descriptions Procedures and General Information

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- S. The State Highway Access Code
- T. Utility Manual
- U. TMOSS Generic Format
- V. Field TMOSS Topography Coding
- W. Topography Modeling Survey System User Manual
- X. Interactive Graphics System Symbol Table
- Y. Corridor Optimization Guidelines
- Z. Linking Planning and The National Environmental Policy Act Guidance
- AA. Planning and Environmental Linkages Partnering Agreement

**3 CDOT PROCEDURAL DIRECTIVES** (using latest approved versions):

- A. No. 27.1 Social Marketing Use of Web 2.0 & Similar Applications
- B. No. 31.1 Web Site Development
- C. No. 400.2 Monitoring Consultant Contracts
- D. No. 501.2 Cooperative Storm Drainage System
- E. No. 514.1 Field Inspection Review (FIR)
- F. No. 516.1 Final Office Review (FOR)
- G. No. 1217a Survey Request
- H. No. 1304.1 Right-of-Way Plan Revisions
- I. No. 1305.1 Land Surveys
- J. No. 1601 Interchange Approval Process
- KI. No. 1700.1 Certification Acceptance (C.A) Procedures for Location and Design Approval
- L. No. 1700.3 Plans, Specifications and Estimates (PS&E) and Authorization to Advertise for Bids under Certifications Acceptance (CA)
- M. No. 1700.5 Local Entity/State Contracts and Local Entity/Consultant Contracts and Local Entity/R.R. Contracts under C.A
- N. No. 1700.6 Railroad/Highway Contracts (Under Certification Acceptance)
- O. No. 1905.1 Preparation of Plans and Specifications for Structures prepared by Staff Bridge Branch

**4 FEDERAL PUBLICATIONS** (using latest approved versions):

- A. Manual on Uniform Traffic Control Devices
- B. Highway Capacity Manual
- C. Urban Transportation Operations Training – Design of Urban Streets, Student Workbook
- D. Reference Guide Outline – Specifications for Aerial Surveys and Mapping by Photogrammetric Methods for Highways
- E. FHWA Federal-Aid Policy Guide
- F. Technical Advisory T6640.8A
- G. U.S. Department of Transportation Order 5610.1E

1/11/2011

H. Geometric Geodetic Accuracy Standards and Specifications for Using GPS Relative Positioning Techniques

I. ADAAG Americans With Disabilities Act Accessibility Guidelines

**5 TRANSPORTATION RESEARCH BOARD:**

A. Access Management Manual

**DRAFT**

## APPENDIX B PEL QUESTIONNAIRE

This questionnaire is intended to act as a summary of the Planning process and ease the transition from the planning study to a NEPA analysis. Often, there is no overlap in personnel between the planning and NEPA phases of a project, and much (or all) of the history of decisions, etc, is lost. Different planning processes take projects through analysis at different levels of detail. Without knowing how far, or in how much detail a planning study went, NEPA project teams often re-do work that has already been done. Planning teams need to be cautious during the alternative screen process; alternative screening should focus on purpose and need/corridor vision, fatal flaw analysis and possibly mode selection. This may help minimize problems during discussions with resource agencies. Alternatives that have fatal flaws or do not meet the purpose and need/corridor vision cannot be considered viable alternatives, even if they reduce impacts to a particular resource. This questionnaire is consistent with the 23 CFR 450 (Planning regulations) and other FHWA policy on Planning and Environmental Linkage process.

*Instructions: These questions should be used as a guide throughout the planning process, not just answered near completion of the process. When a PEL study (i.e. corridor study) is started, this questionnaire will be given to the project team. Some of the basic questions to consider are: "What did you do?", "What didn't you do?" and "Why?". When the team submits the study to FHWA for review, the completed questionnaire will be included with the submittal. FHWA will use this questionnaire to assist in determining if an effective PEL process has been applied before NEPA processes are authorized to begin. The questionnaire should be included in the planning document as an executive summary, chapter, or appendix.*

1. Background:
  - a. What is the name of the PEL document and other identifying project information (e.g. sub-account or STIP numbers)?
  - b. Provide a brief chronology of the planning activities (PEL study) including the year(s) the studies were conducted.
  - c. Provide a description of the existing transportation corridor, including project limits, modes, number of lanes, shoulder, access control and surrounding environment (urban vs. rural, residential vs. commercial, etc.)
  - d. Who was the sponsor of the PEL study? (CDOT, Local Agency, Other)
  - e. Who was included on the study team (Name and title of agency representatives, consultants, etc.)?
  - f. Are there recent, current or near future planning studies or projects in the vicinity? What is the relationship of this project to those studies/projects?
2. Methodology used:
  - a. Did you use NEPA-like language? Why or why not?
    - a. What were the actual terms used and how did you define them? (Provide examples or list)
    - b. How do you see these terms being used in NEPA documents?
    - c. What were the key steps and coordination points in the PEL decision-making process? Who were the decision-makers and who else participated in those key steps? For example, for the corridor vision, the decision was made by CDOT and the local agency, with buy-in from FHWA, the Corps, and USFWS.
    - d. How should the PEL information below be presented in NEPA?

3. Agency coordination:
    - . Provide a synopsis of coordination with federal, tribal, state and local environmental, regulatory and resource agencies. Describe their level of participation and how you coordinated with them.
      - a. What transportation agencies (e.g. for adjacent jurisdictions) did you coordinate with or were involved in the PEL study?
      - b. What steps will need to be taken with each agency during NEPA scoping?
  4. Public coordination:
    - . Provide a synopsis of your coordination efforts with the public and stakeholders.
  5. Corridor Vision/Purpose and Need:
    - . What was the scope of the PEL study and the reason for doing it?
      - a. Provide the corridor vision, objectives, or purpose and need statement.
      - b. What steps will need to be taken during the NEPA process to make this a project-level purpose and need statement?
  6. Range of alternatives considered, screening criteria and screening process:
    - . What types of alternatives were looked at? (Provide a one or two sentence summary and reference document.)
      - a. How did you select the screening criteria and screening process?
      - b. For alternative(s) that were screened out, briefly summarize the reasons for eliminating the alternative(s). (During the initial screenings, this generally will focus on fatal flaws)
      - c. Which alternatives should be brought forward into NEPA and why?
      - d. Did the public, stakeholders, and agencies have an opportunity to comment during this process?
      - e. Were there unresolved issues with the public, stakeholders and/or agencies?
  7. Planning assumptions and analytical methods:
    - . What is the forecast year used in the PEL study?
      - a. What method was used for forecasting traffic volumes?
      - b. Are the planning assumptions and the corridor vision/purpose and need statement consistent with the long-range transportation plan?
      - c. What were the future year policy and/or data assumptions used in the transportation planning process related to land use, economic development, transportation costs and network expansion?
  8. Resources (wetlands, cultural, etc.) reviewed. For each resource or group of resources reviewed, provide the following:
    - . In the PEL study, at what level of detail was the resource reviewed and what was the method of review?
      - a. Is this resource present in the area and what is the existing environmental condition for the resource?
      - b. What are the issues that need to be considered during NEPA, including potential resource impacts and potential mitigation requirements (if known)?
      - c. How will the data provided need to be supplemented during NEPA?
  9. List resources that were not reviewed in the PEL study and why? Indicate whether or not they will need to be reviewed in NEPA and explain why.
  10. Were cumulative impacts considered in the PEL study? If yes, provide the information or reference where it can be found.
  11. Describe any mitigation strategies discussed at the planning level that should be analyzed during NEPA.
  12. What needs to be done during NEPA to make information from the PEL study available to the agencies and the public? Are there PEL study products which can be used or provided to agencies or the public during the NEPA scoping process?
  13. Are there any other issues a future project team should be aware of?
- Examples: Utility problems, access or ROW issues, encroachments into ROW, problematic land owners and/or groups, contact information for stakeholders, special or unique resources in the area, etc.

## APPENDIX C DEFINITIONS

**Note:** For other definitions and terms, refer to Section 101 of the CDOT Standard Specifications for Road and Bridge Construction and the CDOT Design Guide.

1	AASHTO-	American Association of State Highway & Transportation Officials
2	ADT-	Average two-way 24-hour Traffic in Number of Vehicles
3	AREA-	American Railway Engineering Association
4	ATSSA-	American Traffic Safety Services Association
5	AT&SF-	Atchison, Topeka & Santa Fe Railway Company
6	ADAAG-	Americans with Disabilities Accessibility Act Guidelines
7	BAMS-	Bid Analysis and Management Systems
8	BLM-	Bureau of Land Management
9	BNRR-	Burlington Northern Railroad
10	CA-	Contract Administrator. The CDOT Manager responsible for the satisfactory completion of the contract by the consultant.
11	CAP-	CDOT's Action Plan
12	CBC-	Concrete Box Culvert
13	CDOT-	Colorado Department of Transportation
14	CDOT/PM-	Colorado Department of Transportation Project Manager – The CDOT Engineer responsible for the day to day direction and CDOT Consultant coordination of the design effort (as defined in Section 2 of this document)
15	CDOT/STR-	Colorado Department of Transportation Structure Reviewer – The CDOT Engineer responsible for reviewing and coordinating major structural design
16	CDPHE-	Colorado Department of Public Health and Environment
17	CEQ-	Council on Environmental Quality
18	COG-	Council of Governments
19	COGO-	Coordinate Geometry Output
20	CONSULTANT-	Consultant for this project
21	CONTRACT ADMINISTRATOR-	Typically a Region Engineer or Branch Head. The CDOT employee directly responsible for the satisfactory completion



of the contract by the Consultant. The contract administration is usually delegated to a CDOT Project Manager (as defined in Section 2 of this document).

- 22 C/PM- Consultant Project Manager – The Consultant Engineer responsible for combining the various inputs in the process of completing the project plans and managing the Consultant design effort.
- 23 DEIS- Draft Environmental Impact Statement
- 24 DHV- Future Design Hourly Volume (two-way unless specified otherwise)
- 25 DRCOG- Denver Regional Council of Governments
- 26 D&RGW- Denver & Rio Grande Western Railroad
- 27 EA- Environmental Assessment
- 28 EIS- Environmental Impact Statement
- 29 ESAL- Equivalent Single Axle Load
- 30 ESE- Economic, Social and Environmental
- 31 FEIS- Final Environmental Impact Statement
- 32 FEMA- Federal Emergency Management Agency
- 33 FHPG- Federal Aid Highway Policy Guide
- 34 FHWA- Federal Highway Administration
- 35 FIPI- Finding in Public Interest
- 36 FIR- Field Inspection Review
- 37 FONSI- Finding of No Significant Impact
- 38 FOR- Final Office Review
- 39 GPS- Global Positioning System
- 40 MAJOR STRUCTURES- Bridges and culverts with a total clear span length greater than twenty feet. This length is measured along the centerline of roadway for bridges and culverts, from abutment face to abutment face. Retaining structures are measured along the horizontal distance along the top of the wall. Structures with exposed heights at any section over five feet and total lengths greater than a hundred feet as well as overhead structures including (bridge signs, cantilevers and butterflies extending over traffic) are also considered major structures.

- 41 MPO- Metropolitan Planning Organization (i.e. Denver Regional Council of Governments, Pikes Peak Area Council of Governments, Grand Junction MPO, Pueblo MPO, and North Front Range Council of Governments).
- 42 MS4- Municipal Separate Storm Sewer System
- 43 NEPA- National Environmental Policy Act
- 44 NGS- National Geodetic Survey
- 45 NICET- National Institute for Certification in Technology
- 46 NOAA- National Oceanic and Atmospheric Administration
- 47 PAPER SIZES- See Computer-Aided Drafting Manual (CDOT); Table 6-13 and Table 8-1
- 48 PE- Professional Engineer registered in Colorado
- 49 PM- Program Manager
- 50 PLS- Professional Land Surveyor registered in Colorado
- 51 PRT- Project Review Team
- 52 PS&E- Plans, Specifications and Estimate
- 53 PROJECT- The work defined by this scope
- 54 ROR- Region Office Review
- 55 ROW- Right-of-Way: A general term denoting land, property, or interest therein, usually in a strip acquired for or devoted to a highway
- 56 ROWPR- Right-of-Way Plan Review
- 57 RTD- Regional Transportation District
- 58 T/E- Threatened and/or Endangered Species
- 59 SH- State Highway Numbers
- 60 TMOSS- Terrain Modeling Survey System
- 61 TOPOGRAPHY- In the context of CDOT plans, topography normally refers to existing cultural or man-made details.
- 62 UD & FCD- Urban Drainage and Flood Control District
- 63 USCOE- United States Army Corp of Engineers

## RESOLUTION

A RESOLUTION SUPPORTING THE USE OF \$305 MILLION IN THE I-225 CORRIDOR, NORTH METRO CORRIDOR, NORTHWEST RAIL CORRIDOR, AND THE US 36 BUS RAPID TRANSIT.

WHEREAS, the cities of Brighton, Commerce City, Dacono, Erie, Firestone, Frederick, Northglenn, Thornton and Westminster, the city and county of Broomfield, Adams County Economic Development, and the Metro North Chamber of Commerce are members of the North Area Transportation Alliance ("NATA"); and

WHEREAS, NATA is a partnership of public and private entities in the North I-25 Corridor working together to identify, develop, advocate and lobby for transportation solutions that will enhance mobility, drive economic development and reduce traffic congestion in the north metro area; and

WHEREAS, one of the top priorities identified by NATA is the completion of RTD's North Metro FasTracks Corridor in its entirety from Denver Union Station to 162<sup>nd</sup> Avenue in accordance with the 2004 Plan; and

WHEREAS, the 2004 FasTracks program included construction of passenger rail in six new corridors: West, Northwest Rail, North Metro, East, I-225, and Gold; as well as the extension of existing passenger rail in the Central, Southeast and Southwest Corridors; US 36 Corridor Bus Rapid Transit (BRT); Denver Union Station; and construction of commuter rail, light rail and bus maintenance facilities; and

WHEREAS, the FasTracks projects currently under construction or expected to be under construction over the next eighteen months include: West Corridor, East Corridor; Gold Line; Northwest Rail to the 71<sup>st</sup> Station in south Westminster; US 36 BRT-Phase 2; Elati Light Rail Maintenance Facility; Commuter Rail Maintenance Facility; and Denver Union Station; and

WHEREAS, the programs remaining to be funded include: a) in the north area of RTD: the North Metro Corridor, Northwest Rail Corridor from the 71<sup>st</sup> Station in south Westminster to Longmont; the US 36 BRT from Wadsworth to Table Mesa Drive; and b) in the east, central and south area of RTD: the I-225 Corridor and extension of the Central, Southeast and Southwest Corridors; and

WHEREAS, FasTracks has insufficient funds to construct the North Metro Corridor, I-225 Corridor, Northwest Rail Line, and the Central/Southwest/Southeast Corridor extensions in accordance with the timeframe established in the 2004 Plan without additional revenues; and

WHEREAS, RTD staff presented three options to the RTD Board of Directors on January 11, 2011 on potential sales and use tax increases and the extent of the

remaining FasTracks projects that can be built by 2020 and full completion date for each of these three options; and

WHEREAS, RTD staff presented a recommendation to the RTD Board of Directors on the use of \$305 million that RTD expects will become available from the Eagle P3 Project once the full funding grant agreement is approved by the Federal Transportation Administration anticipated spring 2011; and

WHEREAS, the RTD Board is taking public comment on these recommendations and NATA desires to provide comments on the recommended use of the \$305 million to the RTD Board of Directors; and

WHEREAS, NATA believes that full build-out of the **entire** FasTracks vision is critical to the long-term viability of the Denver-metro region and that the use of the \$305 million as further delineated below will lead toward achievement of that vision.

NOW, THEREFORE, BE IT RESOLVED BY THE NORTH AREA TRANSPORTATION ALLIANCE, AS FOLLOWS:

1. That NATA supports the recommended allocation of \$305 million that RTD expects will become available from the Eagle P3 Project as follows:
  - a. US 36 BRT (\$90 million) -- which funds are being combined with several other funding sources to complete managed lanes to Interlocken.
  - b. I-225 (\$90 million) – which funds are being combined with other funding sources to complete the section from Nine-Mile to Iliff.
  - c. Northwest Rail Corridor (\$17 million) – which funds are being combined with funding from the City of Longmont to construct a park-n-Ride for the end-of-line station in Longmont.
  - d. North Metro Corridor (\$90 million) – which funds will be used to leverage additional funding sources including New Starts Grants, TIFIA loans, TIGER Grants, public-private partnerships, and other financing mechanisms that may arise to maximize the benefits to the North metro Corridor.
  - e. The remaining contingency funds (\$18 million) be designated within each of these projects rather than as a separate item.
  
2. That, with regard to the three tax options recommended to the RTD Board of Directors, NATA recognizes the need for additional tax revenues. However, NATA has concerns about the willingness of voters to approve multiple tax increases to accomplish FasTracks and urges RTD to weigh this factor in determining which tax rate option to propose to the voters and when it would be placed on the ballot.

PASSED AND ADOPTED at a regular meeting of the North Area Transportation Alliance on January 12, 2011.

NORTH AREA TRANSPORTATION ALLIANCE

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Nancy McNally, Chair