

**RESOLUTION NO. 2024-15
OF THE FRONT RANGE PASSENGER RAIL DISTRICT**

**APPROVING TASK ORDER NO. 1 WITH HDR ENGINEERING, INC.
FOR PLANNING AND PROJECT DEVELOPMENT SERVICES**

WHEREAS, pursuant to Section 32-22-101, et. seq., C.R.S. (the “Act”), the Front Range Passenger Rail District (the “District”) was established as a body politic and corporate and a political subdivision of the state to research, develop, construct, operate, and maintain an interconnected passenger rail system within the front range that is competitive in terms of travel time for comparable trips with other modes of surface transportation; and

WHEREAS, Section 32-22-105(2)(d), C.R.S. authorizes the Board of Directors of the District (the “Board”) to pass resolutions necessary for the government and management of the affairs of the District and the execution of the District’s powers and duties; and

WHEREAS, pursuant to Section 32-22-105(2)(g)-(h), C.R.S., the Board is authorized to appoint, hire, and retain engineers and other professional consultants, and to prescribe methods for the performance or furnishing of labor, materials, or supplies that may be required to carry out the purposes of the Act; and

WHEREAS, on May 31, 2024, the Board approved *Resolution No. 2023-06* authorizing the General Manager to execute a contract with HDR Engineering, Inc. (“HDR”) to provide planning and project development services for the District (the “Contract”); and

WHEREAS, the Board now desires to authorize execution of the task order attached hereto as **Exhibit A** (“Task Order No. 1”) under the Contract and to authorize the appropriation of District funds therefor.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Front Range Passenger Rail District that the Board hereby approves Task Order No. 1 under the Contract; authorizes the expenditure of funds for the purposes set forth in Task Order No. 1, in an amount not to exceed the maximum set forth therein; authorizes the General Manager to execute Task Order No. 1 in substantially the form presented, with such non-material modifications as may be approved by the General Manager and District legal counsel; and authorizes the General Manager to make non-material amendments to the scope of work contained in Task Order No. 1 following its execution, provided such modifications do not increase the expenditure of funds thereunder.

APPROVED this 28th day of June 2024.

A handwritten signature in black ink, appearing to be "C. K. [unclear]", written over a horizontal line.

Chair

ATTEST:



Secretary

Front Range Passenger Rail District
Resolution No. 2024-15

EXHIBIT A
Task Order No. 1 –
Contract for Professional Services – Planning and Project Development –
with HDR Engineering, Inc.

[See attached.]

TASK ORDER
BETWEEN
THE FRONT RANGE PASSENGER RAIL DISTRICT AND
HDR ENGINEERING, INC.
FOR
PROFESSIONAL SERVICES – PLANNING AND PROJECT DEVELOPMENT
TASK ORDER NO. 1

This Task Order is made as of this 28th day June, 2024, in accordance with the terms of the Multiple Award Task Order Contract (the “Contract”) between the Front Range Passenger Rail District (the “District”) and HDR Engineering, Inc. (the “Consultant”) made and entered into on May 15, 2024.

1. SCOPE OF SERVICES

Pursuant to Section 3 of the Contract, the Consultant is authorized to and shall perform the services set out in Appendix 1 of this Task Order, including providing any deliverables defined therein.

2. COMPENSATION

In return for the performance of the foregoing scope of services, the District will compensate the Consultant an amount not to exceed \$112,641, on the following basis:

B. Time and Materials

The District will pay the Consultant allowable costs as they are incurred in the performance of this Task Order in accordance with Appendix 2 of this Task Order and the terms of the contract.

The Consultant is not authorized to perform services in excess of the not to exceed amount under this Task Order without prior written authorization from the District.

3. PERFORMANCE PERIOD

The Consultant shall perform all services described in this Task Order by December 31, 2024. The Consultant shall not perform any services described in this Task Order prior to July 1, 2024.

4. PERSONNEL

As part of Appendix 2 of this Task Order, the Consultant personnel who are authorized to perform the services set out in Appendix 1 of this Task Order are provided. Other Consultant or Subconsultant personnel are not authorized to perform services under this Task Order without prior authorization by the District in accordance with the terms of the Contract.

June 28, 2024

5. INSURANCE REQUIREMENTS

The Consultant shall comply with the insurance requirements set out in the Contract, including any insurance requirements applicable to any of the Subconsultants, unless otherwise modified in this Task Order.

6. WORK PRODUCT OWNERSHIP

All finished or unfinished documents and materials and Work Product produced or procured under this Task Order, including all intellectual property rights thereto, will become the District's property pursuant to the terms of the Contract.

All terminology used in this Task Order shall be interpreted in accordance with the Contract unless specifically defined differently in this Task Order.

HDR Engineering, Inc.

By: _____

R. Bradley Martin

Senior Vice President

Front Range Passenger Rail District

By:  _____

Andy Karsian

General Manager

APPENDIX 1. SCOPE OF SERVICES

Background: Per SB24-184 legislative language, the FRPRD (the District) has been charged with the following:

- *Prepare an Implementation Plan for the Northern Segment from Denver to Fort Collins – Due September 30, 2024*
- *Review and analyze a Preferred Business Model to help deliver FRPRD Northern Segment with a goal of executing agreement or creating new entity by December 31, 2024 - Due September 30, 2024*
- *Explore viable FRPRD operators like Amtrak or other entities – Due September 30, 2024*
- *Review Service Plan to begin Northern Segment Operations by January 1, 2029 – Due March 1, 2025*
- *Provide a funding assessment of available and needed funds to support the delivery of the Northern Segment*

Understanding: The District is requesting support from HDR Engineering to prepare for and work through partnering conversations with CDOT, CTIO and RTD per SB24-184. Support will be provided through an understanding of the District's mission, vision and guiding principles and policy priorities. Additionally, HDR will develop a FRPR program narrative that will describe the steps needed deliver passenger rail service for the Northern Segment of FRPR from Denver to Fort Collins as a first segment for the delivery of the entire corridor from Pueblo to Fort Collins. SB24-184 delineates specific analysis, reporting requirements, and deadlines by which the District is to provide the finding of such review and analysis to various legislative committees.

This scope of work below describes individual tasks that HDR will take to support the District's policy, organizational and operational objectives.

Task 1.0: Project Management

Carla Perez will serve as project manager (PM) with Spencer Dodge serving as deputy PM. This task will include preparation of invoices, project administration activities, and bi-weekly budget and task tracking meetings with a District appointed contract point of contact.

Task 1.0 Deliverables:

- Bi-weekly task tracking meetings.
- Monthly invoices to District with required detail.
- Final billing to District with required detail.

Task 2.0 Program Delivery Schedule

The District has made a determination that more information is needed to generate both public and railroad support to advance passenger rail service along the Front Range from Pueblo to Fort Collins. The District will be in a better position to partner with the Class I railroads and ask the public for additional financial support if the following tasks are completed.

- **Task 2.1** - Develop a draft schedule for the delivery of tasks in the following areas: Railroad needs, Service Operations, Economic and Financial Analysis, Governance, and Engagement. The schedule of tasks will begin in Q3 of 2024 and end in Q1 of 2029 and be based on information readily available. The schedule will support a program delivery framework that will identify tasks necessary to establish passenger rail service between Denver and Fort Collins.
- **Task 2.2** - Consultant will provide management oversight of the framework, perform certain deliverables, or provide direction for some tasks that may be provided by other consultants of the District.

Task 2.0 Deliverables:

- Develop a schedule of tasks and major milestones. This includes a 2-hour session with the client to review and finalize. Schedule of tasks to be completed within 30 days of NTP.

Task 3.0 Railroad Infrastructure Planning

- **Task 3.1** - Station Planning with Regional and Local Government Station Coordination. The Consultant will be available to support District staff as they work with local governments and RTD on determining station needs and planning requirements. Individual station planning support will be scoped separately from this task order.

Task 3.0 Deliverables:

- Station Planning support with up to 10 two-hour meetings with a subject matter expert.

Task 4.0 Grant Support

- **Task 4.1** - Identify and prioritize FY 2023-2024 Railroad Crossing Elimination (RCE) grant opportunities for the District. The Consultant will assist the District in selecting a competitive project to submit for the FY 2023-2024 RCE funding opportunity.
- **Task 4.2** - Prepare external-facing One-Pager summarizing the District's proposed FY 2023-2024 RCE Project.
- **Task 4.3** - Prepare FY 2023-2024 Railroad Crossing Elimination Program Grant Application. The Consultant will prepare grant application materials for an eligible project (TBD) along the corridor within the District's boundaries. This will include:
 - Project Narrative
 - Safety Benefit Analysis
 - Statement of Work

Task 4.0 Deliverables:

- Memo describing HDR's recommendation for RCE project(s) to pursue in FY 2023-2024.
- External One-Pager summarizing the District's proposed FY 2023-2024 RCE project. Includes one round of edits based on client review before final.
- Completed RCE grant application materials for the selected project opportunity.

Task 5.0 Governance and Policy Development Support

- **Task 5.1** - Assist the District in developing and executing a negotiation strategy to support the District requirements identified in SB24-184. Consult and coordinate with the District BOD and staff to develop a clearly stated vision, mission, and validation of existing guiding principles.
- **Task 5.2** - Evaluate shared goals and objectives of the partners (CDOT, CTIO, RTD and the District) in the delivery of the FRPR and NWR service. Assist in truth testing ideas to verify goals are based on the ability to realistically implement and deliver the service.
- **Task 5.3** - Prepare a District narrative for purposes of negotiations around SB24-184, and for communication with stakeholders and the public around what it takes to deliver passenger rail along the Front Range. This will include a description of a potential interim service plan for the northern segment of the corridor, including draft reports identifying an implementation plan for construction and operations of the Northwest Rail Fixed Guideway Corridor (from Denver Union Station to Fort Collins), a plan to begin Front Range Passenger Rail service by January 1, 2029, and a plan for full implementation of Front Range Passenger Rail service as soon as practicable. The narrative will help to level set the public conversation with practical descriptions of service and implementation expectations.

The Consultant will utilize readily available information from CDOT and past analysis on FRPR, the Consultant will provide a narrative on the interim service plan for delivery of the Northern Segment from Denver to Fort Collins as the initial phase of the full FRPR corridor.

The narrative for the implementation plan should articulate a high-level overview of the following topics:

- Operations
 - Train Frequencies, Operating Speeds, and Trip Times
 - Identification of a “Preferred Service Option” from the District’s perspective (if possible)
 - Operator Selection Options Under Consideration
 - Amtrak, Private Operator(s), Host Railroad
 - Identification of “Preferred Operator” (if possible)
 - Rolling Stock Options Under Consideration
 - Review Rolling Stock Requirements
 - Review Rolling Stock Procurement Opportunities
 - Identification of “Preferred Rolling Stock” Option(s) (if possible)
 - Maintenance, Servicing, and Layover
 - Safety and Security
 - Integration with other Existing Transportation Services
 - Insurance Considerations
 - Operations Funding Strategy
 - Identification of potential sources of operating funding
- Capital Projects
 - Corridor Project Inventory
 - Capital Funding Strategy
 - Identification of potential sources of capital funding

- **Task 5.3** - Help the District guide the development of interagency agreements with Federal Railroad Administration and other federal agencies that may be involved in the delivery of the FRPR service.

Task 5.0 Deliverables:

- Participate in the development of a FRPRD mission, vision, and guiding principle.
- Assist the District in developing and executing a negotiation strategy to support the District requirements identified in SB 24-184.
- Develop a District narrative for the SB24-184 implementation discussions with a focus on how rail service from Denver to Fort Collins can be delivered. Develop a white paper on what operational and service items need to be considered. Identification of partnership agreements and necessary elements will also be included.

Task 6.0 Board Engagement

- **Task 6.1** - Assist the District with Board management for external advocacy and messaging along the corridor. Assist the FRPRD staff in hosting internal discussions with District staff and the BOD regarding various joint agency operational agreements. Provide subject matter background information, facilitation, and discussion support.
- **Task 6.2** - Provide direction and oversight for the development of a Corridor Rail Advisory Committee comprised of key stakeholders throughout the corridor. This committee will be advisory to the District on corridor planning, development, and service issues; provide input to the District during the SB24-184 implementation discussions; and be kept apprised of District planning activities throughout corridor development. Consultants under MATOC Categories 3 & 4 will lead the CRAC development and facilitation.

Task 6.0 Deliverables:

- Support District management and direction of Board engagement activities.
- Support set up of Corridor Rail Advisory Committee.

APPENDIX 2. AUTHORIZED PERSONNEL AND RATES

Name	Position Category
Carla Perez	Sr. Technical Advisor
Spencer Dodge	Project Professional I
Jason Longsdorf	National Discipline Leader
Steve Long	National Discipline Leader
David Montoya	Planner I
Catherine Dobbs	Sr. Project Manager II
Matt Van Hattem	Sr. Project Manager III
Chris Proud	Sr. Project Manager II
Matt Tucker	National Discipline Leader
Wulf Grote	National Discipline Leader
Kevin Keller	National Discipline Leader
Mel Gray	Administrative II
Kathryn Daley	Financial Consultant
Barbara Reese	Principal Financial Consultant
Krisztina Oravec	Project Coordinator I
Jack Shore	Economist
Matt Pane	Intern