

Finance and Budget Committee

Meeting date: November 5, 2025

Agenda Item #: 5

Discussion of a resolution authorizing the Executive Director to negotiate and execute a contract with Matrix Design Group to provide urban planning consulting services for DRCOG's Cities of Edgewater and Sheridan Transit-Oriented Housing Strategies and Action Plans project in an amount not to exceed \$200,000 for a period of 12 months from the date of contract execution.

Agenda item type: Action item

Summary

A request to authorize the Executive Director to negotiate and execute a contract with Matrix Design Group to provide consulting services to support DRCOG's Cities of Edgewater and Sheridan Transit-Oriented Housing Strategies and Action Plans project. This project was awarded through the Livable Centers Set-Aside Program. The contract amount is not to exceed \$200,000 over a period of 12 months from the date of contract execution.

Background

The Livable Centers Set-Aside is a DRCOG-managed technical assistance program identified in the Fiscal Year 2024-2027 Transportation Improvement Program (TIP). It supports small-area planning efforts that enhance livability and multimodal access in centers and corridors across the Denver region. The program advances the goals of Metro Vision, the region's long-range plan for growth and development.

A total of \$2.5 million is available through this set-aside over the four-year TIP period. DRCOG executed an intergovernmental agreement with the Colorado Department of Transportation (CDOT) in October 2024 to administer \$1.25 million for the first two years of the program. DRCOG manages this program directly, including procurement, contracting, and CDOT coordination, to streamline federal funding administration and eliminate the need for individual municipalities to navigate complex federal compliance for relatively small awards. This structure also enables full project funding with no local match required, because of DRCOG's agreement with CDOT to use state toll credits.

Following a competitive Letter of Interest process in fall 2024, the DRCOG Board approved seven Livable Centers projects in December 2024, including the City of Edgewater Livable Centers project and the City of Sheridan Livable Centers project. The bundling of the two studies is for procurement purposes only due to the similarity of scopes of the two studies, but each city will receive distinct deliverables with recommendations and strategies tailored to their unique needs and conditions. The studies will integrate active transportation, community engagement, and land use strategies to develop transit-oriented housing action plans for the two cities.



Per the DRCOG Fiscal Control Policy, DRCOG released a Request for Proposals (RFP) in September 2025 to secure consulting services for the Cities of Edgewater and Sheridan Transit-Oriented Housing Strategies and Action Plans study. The RFP sought a consultant with expertise in housing policy, economic and market analysis, community engagement, and understanding of city-specific challenges. DRCOG received three proposals. A selection panel, including representatives from DRCOG (Regional Planning and Development and Contracts), the City of Edgewater (Building and Planning), and the City of Sheridan (Planning and Zoning), reviewed and scored all submissions. Based on qualifications and evaluation scores, all three firms were selected for interviews. Following the interview process, the panel identified Matrix Design Group as the most qualified firm to support the project goals.

Action by others

None

Previous discussion/action

[March 14, 2023](#) – Finance and Budget Committee Meeting

[December 17, 2024](#) – Finance and Budget Committee Meeting

Recommendation

Move to adopt a resolution authorizing the Executive Director to negotiate and execute a contract with Matrix Design Group to provide urban planning consulting services for DRCOG's Cities of Edgewater and Sheridan Transit-Oriented Housing Strategies and Action Plans project in an amount not to exceed \$200,000 for a period of 12 months from the date of contract execution.

Attachment

Draft resolution

For more information

For more information If you need additional information, please contact Douglas W. Rex, Executive Director, at 303- 480-6701; or Kaitlyn Service, Program Manager, at 303-480-6836 or kservice@drcog.org; or Logan Cimino, Assistant Planner, at 303-350-5460 or lcimino@drcog.org.

