

ORDINANCE/RESOLUTION REQUEST

All Fields must be completed

Incomplete request forms will be returned to sender which may cause a delay in processing.

Date of Request: 11/22/2020

Please mark one: Bill Request or Resolution Request

1. Type of Request:

- Contract/Grant Agreement Intergovernmental Agreement (IGA) Rezoning/Text Amendment
 Dedication/Vacation Appropriation/Supplemental DRMC Change
 Other:

2. **Title:** Approves the Contract Amendment execution for the DEN Towing Services 1st Amendment with Drawbaugh Enterprises, Inc. (Contract # 202056477-01).

3. **Requesting Agency:** Aviation

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Herald Hensley	Name: Angela Casias
Email: Herald.Hensley@flydenver.com	Email: Angela.Casias@flydenver.com

5. General description or background of proposed request. Attach executive summary if more space needed:

The purpose of this 1st amendment is to adjust the hourly rates for DEN Towing Services Contract No. 201630771.

In March 2019, the City and County of Denver enacted a minimum wage ordinance that impacts work performed at Denver International Airport (DEN). DEN would like to add this new minimum wage ordinance language to the current towing services agreement which defines the required minimum hourly wage for city employees, city contractors and subcontractors.

The hourly rates for Drawbaugh Enterprises (Drawbaugh) need to be adjusted over the next two years in order to be in compliance with the 3-year minimum wage ordinance. Several Drawbaugh's employees are currently being paid below the stated minimum hourly wage. The adjustments to the hourly rates will not impact the contract's maximum liability. Drawbaugh has voluntarily begun paying the adjusted wages to impacted employees effective 7/1/2020.

6. **City Attorney assigned to this request (if applicable):** John Redmond

7. **City Council District:** 11

8. ****For all contracts, fill out and submit accompanying Key Contract Terms worksheet****

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: RR20 1411

Date Entered: _____

Key Contract Terms

Type of Contract: O & M

Vendor/Contractor Name: Drawbaugh Enterprises, Inc.

Contract control number: 202056477-01

Location: Denver International Airport

Is this a new contract? Yes No **Is this an Amendment?** Yes No **If yes, how many?** 1

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):
11/01/2016 to 10/31/2021

Contract Amount (indicate existing amount, amended amount and new contract total):

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$2,500,000.00		\$2,500,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
11/01/2016 to 10/31/2021		

Scope of work:

DEN Towing Services Agreement provides standby and contingency towing services, on an as needed basis, at DEN and emergency towing services, on an as needed basis, along Peña Boulevard. The contractor shall furnish all necessary labor, tools, equipment and supplies to perform the required services except for the equipment and facilities to be provided by DEN under the provisions of the Agreement. The contractor shall be in operation twenty-four (24) hours per day, seven days per week. Additionally, the contractor tow driver(s) on standby, contingency or emergency duty at DEN shall respond immediately to orders from DEN dispatcher(s). The term of the agreement is 3 years plus (2) one-year extensions with an effective date of 11/1/2016.

Was this contractor selected by competitive process? No **If not, why not?** Non-competitive Amendment:

Non-competitive amendment: this procurement does NOT comply with Memorandum No. 8B and justification will be provided in Section C.

In 2016, Drawbaugh was selected through a competitive RFB process to provide towing services at DEN. Drawbaugh is responsible, on an as needed basis, for standby and contingency towing services and for emergency towing services along Peña Boulevard.

Has this contractor provided these services to the City before? Yes No

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: RR20 1411

Date Entered: _____

Source of funds: O & M

Is this contract subject to: W/MBE DBE SBE XO101 ACDBE N/A

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): N/A

Who are the subcontractors to this contract? N/A

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: RR20 1411

Date Entered: _____