

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at MileHighOrdinance@DenverGov.org by **3:00pm on Monday**.

All fields must be completed.

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

Date of Request: **4/21/2011**

Please mark one: ☒ Bill Request or ☐ Resolution Request

1. Has your agency submitted this request in the last 12 months?

☐ Yes ☒ No

If yes, please explain:

2. **Title:** (Include a concise, one sentence description – please include name of company or contractor and contract control number - that clearly indicates the type of request: grant acceptance, contract execution, amendment, municipal code change, supplemental request, etc.)

Owner Controlled Insurance Program (OCIP) Insurance Broker and Administration Services, South Terminal Redevelopment Project, DIA will execute a contract with Arthur J Gallagher Risk Management Services, Inc. This scope of work was RFP'd and six proposals were received.

3. **Requesting Agency:** Department of Aviation

4. **Contact Person:** (With actual knowledge of proposed ordinance/resolution.)

- **Name:** Kate Tremblay
- **Phone:** 3-342-2152
- **Email:** Kate.Tremblay@flydenver.com

5. **Contact Person:** (With actual knowledge of proposed ordinance/resolution who will present the item at Mayor Council and who will be available for first and second reading, if necessary.)

- **Name:** Brian Elms
- **Phone:** 303-619-7353
- **Email:** brian.elms@flydenver.com

6. **General description of proposed ordinance including contract scope of work if applicable:**

The Owner Controlled Insurance Program Broker shall market and administer the Owner Controlled Insurance Program (OCIP) for the construction for the South Terminal Redevelopment Program (STRP). The contract includes the broker administration fee as well as the estimated premiums for the project. Our objectives with the OCIP include the ability to facilitate the use of disadvantaged businesses, to promote safety and to provide savings to the Department of Aviation.

****Please complete the following fields:** (Incomplete fields may result in a delay in processing. If a field is not applicable, please enter N/A for that field.)

a. **Contract Control Number:**

b. **Duration:** 6/1/2011 – 05/31/2016

c. **Location:** DIA

d. **Affected Council District:** 11

e. **Benefits:** Our objectives with the OCIP include the ability to facilitate the use of disadvantaged businesses, to promote safety and to provide savings to the Department of Aviation.

f. **Costs:** \$11,282,332

<i>Current Contract Amount</i>	<i>Additional Funds</i>	<i>Total Contract Amount</i>
<i>(A)</i>	<i>(B)</i>	<i>(A+B)</i>
\$11,282,332		\$11,282,332

Current Contract Term

Added Time

New Ending Date

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____

6/1/2011 – 05/31/2016		
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g. Date Goals Assigned: No goals were assigned.

h. Goals: N/A

7. Is there any controversy surrounding this ordinance? *(Groups or individuals who may have concerns about it?)* **Please explain.**

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Date: _____