

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: 10/28/2014

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:** Denver International Airport requests a contract amendment to the Peak Performance initiative contract with North Highland; Contract PLANE-201208555-00 which reduces the contract expense by \$643,000.00 and contract term.

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

4. **Contact Person:**

- **Name:** Amy Raaz
- **Phone:** (303) 342-2201
- **Email:** Amy.Raaz@flydenver.com

5. **Contact Person:**

- **Name:** Greg Hegarty
- **Phone:** 303-342-2182
- **Email:** Greg.Hegarty@flydenver.com

6. **General description of proposed ordinance including contract scope of work if applicable:** North Highland was hired to initiate and guide DIA through 3 years of Peak Performance, Lean continuous improvement training. DIA’s capability and ownership of the initiative has progressed and North Highlands role has changed, providing reduced support for innovations. Their support will be required through December 2014 when the Peak Team will own the entire initiative. North Highland is providing Lean training and capability, supporting DIA divisions innovation efforts. They provide expert Lean/Continuous Improvement skills and are developing the Peak team. Their monthly fee was \$63,000.00 based on deliverables. We are changing this contract to a Time & Materials contract providing better value for the expense. This amendment is being implemented to reduce the term and contract amount.

**\*\*Please complete the following fields:**

- a. **Contract Control Number:** PLANE-201208555-00
- b. **Duration:** 8/12/2013 – 8/11/2016
- c. **Location:** DIA
- d. **Affected Council District:** 11
- e. **Benefits:** \$643,354.21 savings
- f. **Costs:** NA

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$1,500,000.00	-\$643,354.21	\$856,645.79

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
8/12/2013 – 8/11/2016	-20 months	12/31/2014

g. **Date Goals Assigned:**

h. **Goals:**

7. **Is there any controversy surrounding this ordinance?** *There are no issues, this amendment has been agreed to by North Highland and is within the contractual rights. Please explain.*

*To be completed by Mayor’s Legislative Team:*

SIRE Tracking Number: \_\_\_\_\_

Date: \_\_\_\_\_

## Key Contract Terms

Vendor/Contractor Name: North Highland

Contract control number: PLANE-201208555-00

City's contract manager: Thomas Lisi

Was this contractor selected by competitive process? Was it the low bid? This contractor was selected in 2013 through the competitive process.

Term/Duration of contract/project: 8/12/2013 – 8/11/2016

Renewal terms: amend the contract to a Time & Materials contract through Dec 31, 2014

Purpose: The role of North Highland at DIA in Peak Performance has been changed to purely a support function. The Peak Team has utilized open positions to replace the contractor and is fully capable of leading the Lean initiative forward. This reduction in expense will save \$643K and supports the strategy of building Lean capability into the organization.

Scope of services to be provided with performance bench marks: The deliverables for North Highland include leading the development of the Peak Performance program, Lean leaders and innovations at DIA. They have met their deliverables to date and the next bench mark is completion on Dec 31, 2014.

Cost/value: \$857K total, remaining 2014 expense \$135K

Source of funds: DIA Finance budget

Benefit: reduced expense of \$643K

Termination provision for City and for contractor: 30 day provision

WBE/MBE/DBE commitments (construction, design, Airport concession contracts):  
Who are the subcontractors to this contract? NA

Location: Denver International Airport

Affected Council District: 11

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SIRE Tracking Number: \_\_\_\_\_

Date: \_\_\_\_\_