

## 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: 3/8/2017

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:** Project management and support contract for task order based staff augmentation on airport's Capital Improvement Program (CIP) Contract Control No. 201628585

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

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

- **Name:** Aaron Barraza
- **Phone:** (303) 342-2261
- **Email:** [Aaron.Barraza@flydenver.com](mailto:Aaron.Barraza@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:** Mark Baker, SVP Airport Infrastructure Management (AIM)
- **Phone:** (303) 342-2855
- **Email:** [Mark.Baker@flydenver.com](mailto:Mark.Baker@flydenver.com)

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

The Consultant will be an on-call, task order based consultant on the airport's Capital Improvement Program (CIP) for the next five years. The Consultant will provide staff augmentation, as needed, on various projects requiring different specialties and expertise depending on the type of project. An on-call contract is since specialized staff can immediately increase, or decrease, as needed during peak construction seasons and interim periods. This is one of seven professional service contracts initiated to help deliver the airport's growing CIP.

Assignments will be made on an "as-needed basis". A task assignment may be a requirement for completion of a project phase or may extend through the full project lifecycle: Define, Design, Build and Close-out phases. Given the nature of these assignments, the Consultant is expected to be capable of expeditiously providing the various services.

The Consultant will be the principle source of cost estimating, cost analysis, scheduling, schedule analysis and reporting, Project Management Information System (PMIS) development, implementation and maintenance; and contract administration augmentation and assistance to AIM Development's Project Controls Group within the Project Management Office (PMO). The Consultant will work at the direction of the Senior Director of AIM Development and may augment in-house resources as workload demands and as requested. Special assignments may range from detailed estimating support; development of Independent Cost Estimates (ICEs) for construction proposals; Contractor Change Request (CCR) estimating and review; detailed project scheduling and estimating in support of project development; and in-depth schedule delay analysis. DEN also expects to task the Consultant to provide support in developing project management analysis on specific capital projects or, more generally, trending analysis for the entire DEN capital program. The duration of assignments may vary considerably depending upon the nature and complexity of the requested task.

The Consultant, as deemed necessary by the Senior Director or designated authority, will provide professional, technical and support staff to fill various project controls and management support positions within the AIM Development organization. Typical examples of positions to be filled by the Consultant include, but are not limited to, Estimators, Schedulers, Application Technicians/ Developers/ Administrators and Contract Administrators. The Consultant's personnel will be part of integrated teams consisting of DEN employees and other consultants. They will follow established lines of authority and standard communication procedures established by DEN to ensure all requirements for a task have been met and successfully completed.

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

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

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

- a. **Contract Control Number:** 201628585
- b. **Duration:** Five (5) Years with the option of two each one (1) year extensions from the Notice to Proceed date through approximately February 14, 2022.
- c. **Location:** DEN
- d. **Affected Council District:** 11
- e. **Benefits:** This contract is for staff augmentation personnel with an emphasis on project controls and project management services for capital improvement projects on an as-needed basis to ensure the demand for personnel resources is met to complete all projects assigned to AIM Development, at any given time.
- f. **Costs:** \$25,000,000

| <i>Current Contract Amount</i><br>(A) | <i>Additional Funds</i><br>(B) | <i>Total Contract Amount</i><br>(A+B) |
|---------------------------------------|--------------------------------|---------------------------------------|
| \$25,000,000                          | \$0                            | \$25,000,000                          |

| <i>Current Contract Term</i> | <i>Added Time</i> | <i>New Ending Date</i> |
|------------------------------|-------------------|------------------------|
| 5 years from NTP             | 0 Years           | 5 years from NTP       |

- g. **Date Goals Assigned:** May 5, 2016
- h. **Goals:** 25%

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

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

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

## Key Contract Terms

Type of Contract:

Professional Services > \$500K     Lease     Design or Construction for airport improvements > \$5M

Grant     IGA     Sale of Real Property     Sale of Personal Property

Vendor/Contractor Name: Faithful +Gould, Inc.

Contract control number: 201628585

City's contract manager: Kelli Arnold

Was this contractor selected by competitive process? Yes, Competitive RFP Selection Process

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

Term/Duration of contract/project: Five (5) Years with the option of two each one (1) year extensions.

Is this a new contract?  Yes  No    Is this an Amendment?  Yes  No    If yes, how many? \_\_\_\_\_

Renewal terms: Option of two each one (1) year extensions by written amendment to this Agreement.

Purpose: The Consultant, as deemed necessary by the Senior Director or designated authority, will provide professional, technical and support staff to fill various project controls and management support positions within the AIM Development organization. Typical examples of positions to be filled by the Consultant include, but are not limited to, Estimators, Schedulers, Application Technicians/ Developers/ Administrators and Contract Administrators. The Consultant's personnel will be part of integrated teams consisting of DEN employees and other consultants. They will follow established lines of authority and standard communication procedures established by DEN to ensure all requirements for a task have been met and successfully completed.

Cost/value: \$25,000,000.00

Source of funds: CIP and O&M

Benefit: This contract is for staff augmentation personnel with an emphasis on project controls and project management services on an as-needed basis to ensure the demand for personnel resources is met to complete all projects assigned to AIM Development, at any given time.

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

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): 25%

Who are the subcontractors to this contract?

Sunland Group, Inc. and LS Gallegos Associates, Inc.

Location: DEN

Affected Council District: 11

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