

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: 11/20/2013

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:** Contract Execution for Ricondo and Associates to provide On-Call Professional aviation related planning studies and analysis. Contract # 201310079

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

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

- **Name:** Jeannette H. Stoufer
- **Phone:** 303-342-2713
- **Email:** Jeannette.Stoufer@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:** Amy Raaz
- **Phone:** 303-342-2014
- **Email:** amy.raaz@flydenver.com

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

Consultant to provide services related to airport and aviation planning which may include facility processing needs, alternatives, layout plans and related analysis of schedules, coots, benefits and financing for airfield, gates, terminal facilities, cargo and maintenance facilities, etc. Services may also include preparation of briefings, presentations and documents related to airport planning projects and grants.

***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:** 201310079
- b. **Duration:** 3 years (October 31, 2013 – October 31, 2016)
- c. **Location:** DIA
- d. **Affected Council District:** 11
- e. **Benefits:** Provide Professional On-Call planning services related to airport and aviation planning as requested by the Project Manager and approved by Task Authorization.
- f. **Costs:**

<i>Current Contract Amount</i> <i>(A)</i>	<i>Additional Funds</i> <i>(B)</i>	<i>Total Contract Amount</i> <i>(A+B)</i>
1,000,000.00	N/A	1,000,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>

To be completed by Mayor’s Legislative Team:

SIRE Tracking Number: _____

Date: _____

October 31, 2013	N/A	October 31, 2016
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g. Date Goals Assigned: This project is exempt from any DSBO goals as this is a Professional Services contract for planning studies. The DIA RFQ encouraged proposers to assemble a team that is inclusive and reflects the diversity of our community.

h. Goals: N/A

7. Is there any controversy surrounding this ordinance? *No*

Please explain:

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Date: _____

Key Contract Terms

Vendor/Contractor Name: Ricondo & Associates

Contract control number: PLANE-201310079

City's contract manager: Jeannette H. Stoufer, Director of Planning (Acting), Department of Aviation

Was this contractor selected by competitive process? Yes-RFP Was it the low bid? No; qualifications-based

Term/Duration of contract/project: 3 years (10.31.2013-10.31.2016)

Renewal terms: NA

Purpose: Consultant to provide services related to airport and aviation planning which may include facility processing needs, alternatives, layout plans and related analysis of schedules, costs, benefits and financing for airfield, gates, terminal facilities, cargo and maintenance facilities, etc. Services may also include preparation of briefings, presentations and documents related to airport planning projects and grants.

Scope of services to be provided with performance bench marks: Yes

Cost/value: \$1,000,000.00

Source of funds: Airport Revenue Fund (O&M)

Benefit: Makes available on-call professional services to provide analysis to plan for capital improvement projects which are more immediate.

Termination provision for City and for contractor: Yes

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): NA (Planning contract)

Who are the subcontractors to this contract: Potential sub firms include: AeroMetric, Inc.; Fehr & Peers;

Jacobsen/Daniels Assoc., LLC; Kimley-Horn and Assoc., Inc.; Landry Consulting, LLC.; Logplan, LLC.;

Synergy Consultants, Inc. and Webber Air Cargo, Inc.

Two Hundred, Inc. is a certified M/WBE firm

Location: DIA

Affected Council District: 11

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