

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: 10/27/2015

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: *On-Call Airport Planning Services, Ricondo and Associates, #201310079*

3. Requesting Agency: Department of Aviation

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

- Name: Jeannette Hilaire
- Phone: (303) 342-2713
- Email: Jeannette.Hilaire@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 Adams, Acting Senior Director of AIM Development
- Phone: 303.342.2762
- Email: [Mark.Adams@flydenver.com](mailto:Mark.Adams@flydenver.com)

or

- Name: Bill Poole, Director of Planning, Noise and GIS
- Phone: 303.342.4518
- Email: Bill.Poole@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
- c. Location: DEN
- d. Affected Council District: 11
- e. Benefits: Provide Professional On-Call planning services related to airport and aviation planning as requested by the PM and approved by Task Authorization. Benefits
- 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,	250,000	1,250,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
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*To be completed by Mayor's Legislative Team:*

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

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

3 years	N/A	Aug. 1, 2016
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**g. Date Goals Assigned:** N/A

**h. Goals:** N/A

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

No Controversy anticipated with this ordinance.

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

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

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

Key Contract Terms

Type of Contract: Professional Services

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

Grant     IGA     Sale of Real Property     Sale of Personal Property

Vendor/Contractor Name: Ricondo and Associates

Contract control number: 201310079

City's contract manager: Jeannette Hilaire, Manager of Planning, Department of Aviation

Was this contractor selected by competitive process? RFQ

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

Term/Duration of contract/project: 3 years (8.1.2013 – 8.1.2016)

Is this a new contract?  Yes    X No    Is this an Amendment? X Yes     No    If yes, how many? 2nd

Renewal terms: N/A

Purpose: Professional services contract to perform Master Plan refinement and aviation related analysis.

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

Cost/value:        \$1,250,000.00

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

Benefit: Consultant to update and refine the 2011 DEN Master Plan. Tasks to include analysis and updated forecasting to provide trigger points to support growth decisions and expansion directions for DEN. Also, to perform On-Call planning analysis on enabling projects, as needed.

Termination provision for City and for contractor: Yes

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

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

Who are the subcontractors to this contract?

Location: DEN

Affected Council District: 11

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

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

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