

## ORDINANCE/RESOLUTION REQUEST

Please email requests to Stacie Loucks at  
Nancy.Kuhn@denvergov.org by **NOON 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: June 13, 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:** *(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.)*

**Contract execution for On Call Traffic Engineering Services,  
201311539 - APEX DESIGN, PC**

3. **Requesting Agency:** Public Works

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

- **Name:** Jo Ann Phillips
- **Phone:** 720-913-8524
- **Email:** [joann.phillips@denvergov.org](mailto:joann.phillips@denvergov.org)

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:** Michael Finochio
- **Phone:** 720-913-0801
- **Email:** [Michael.finochio@denvergov.org](mailto:Michael.finochio@denvergov.org)

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

*On Call Traffic Engineering Services to support the Public Works Engineering program. 3 year agreement with a maximum contract capacity of \$1.5M over the three years. Services include, but are not limited to: design, pre-construction, construction, planning, and other miscellaneous Engineering related services. The referenced contract has a 10% DBE goal, with a 22% commitment.*

**\*\*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:** 201311539
- b. **Duration:** 3 years
- c. **Location:** TBD
- d. **Affected Council District:** Citywide
- e. **Benefits:** To provide on call engineering services in support of federally funded work performed by Public Works Engineering program.
- f. **Costs:** No encumbrances will be entered until work is issued via individual Task Orders.

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

*No conflicts exist that we are aware of.*

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

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

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