

**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: **10/29/2018**

Please mark one:  Bill Request or  Resolution Request

**1. Type of Request:**

- Contract/Grant Agreement     Intergovernmental Agreement (IGA)     Rezoning/Text Amendment
- Dedication/Vacation             Appropriation/Supplemental             DRMC Change
- Other:

**2. Title:** Approves the Professional Airport Consulting Services On-Call contract #201843382 with LeighFisher, Inc.

**3. Requesting Agency:** Denver International Airport, Executive Office

**4. Contact Person:**

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Cristal Torres DeHerrera	Name: Angela Casias
Email: cristal.deherrera@flydenver.com	Email: angela.casias@flydenver.com

**5. General description or background of proposed request. Attach executive summary if more space needed:**

The DEN executive suite requested a pool of companies with specialized skills that DEN management may require from time to time. Projects will range in size and across categories and consultants will be utilized on an on-call basis. LeighFisher, Inc. was one of three firms selected as part of a competitive RFP process.

**6. City Attorney assigned to this request (if applicable):** Lisa Rorden

**7. City Council District:** 11

**8. \*\*For all contracts, fill out and submit accompanying Key Contract Terms worksheet\*\***

**Key Contract Terms**

**Type of Contract:** Professional Services > \$500K

**Vendor/Contractor Name:** LeighFisher, Inc.

**Contract control number:** 201843382

**Location:** Denver International Airport

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

Resolution/Bill Number: RR18 1275

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

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

**Contract Term/Duration (for amended contracts, include existing term dates and amended dates):**  
3 years, plus two additional one-year options to extend

**Contract Amount (indicate existing amount, amended amount and new contract total):**

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
N/A	N/A	\$2,000,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
N/A	N/A	12/6/18 - 12/6/21, plus two additional one-year options to extend

**Scope of work:**

LeighFisher, Inc. will provide consulting services as requested by DEN executive management. Projects range in size and across categories, and consultants will be utilized on an on-call basis. A specific list of the types of services requested are set forth below;

- \* Organization and Management Consulting
- \* Finance and Economic Development
- \* Public / Government Affairs Consulting
- \* Project Management
- \* Technology Consulting
- \* Real Estate Development
- \* Engineering and Construction
- \* Revenue Development
- \* Aviation Related Professional Services

Was this contractor selected by competitive process? Yes  If not, why not?

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

Source of funds: O&M

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

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

The Division of Small Business Opportunity (DSBO) has established a 15% level of MWBE goal type participation on November 4, 2017.

**Who are the subcontractors to this contract?**

LeighFisher proposes to meet the 15% MWBE goal for this opportunity by partnering with Air Projects, Inc. (5.00%), Connico Inc. (4.00%), JF Sato Inc. (3.00%) and MVP Tank Consulting (3.00%).

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