

# 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: 5/16/2022

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 a professional services agreement to American Automation, Inc. to provide Total Queue Management Services at Denver International Airport

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

## 4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Dave LaPorte	Name: Carolina Flores
Email: <a href="mailto:Dave.LaPorte@flydenver.com">Dave.LaPorte@flydenver.com</a>	Email: <a href="mailto:Carolina.Flores@flydenver.com">Carolina.Flores@flydenver.com</a>

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

Airport Terminal Operations sought qualified competitive proposals from entities that provide security checkpoint queue management services at Denver International Airport.

Prior to the COVID pandemic, DEN had been providing queue and line management services at the security checkpoints through a contracted vendor since January 2013. As the airport passenger volumes quickly return, these services are again a crucial component for passenger movement through the facility between existing checkpoints. Assistance is further required as the Great Hall project progresses to additional phases impacting the redesign and construction of the security checkpoints. Scope of work required through this process includes:

- Management of the queue systems, customer service, and wayfinding services at the Security Checkpoints operated by the Transportation Security Administration (TSA)
- Minimize security wait times and maximize throughput at the security checkpoints through active diverting of passengers to the checkpoint(s) with the lowest wait times
- Provide the highest level of security and deliver excellent customer service to all customers using Denver International Airport

6. **City Attorney assigned to this request (if applicable):** John Redmond

7. **City Council District:** District 11

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

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

Resolution/Bill Number: \_\_\_\_\_

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

## Key Contract Terms

**Type of Contract:** Professional Services

**Vendor/Contractor Name:** American Automation, Inc.

**Contract control number:** 202159129

**Location:** Denver International Airport

**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):**

The term will be Date of Execution (DOE) plus 2 years plus two, 1-year options

**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	7,152,240.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
n/a	n/a	Date of Execution (DOE) plus 2 years plus two, 1-year options

**Scope of work:** The City and County of Denver (CCD or City) at Denver International Airport (DEN or Airport) currently operates three (3) separate Transportation Security Administration (TSA) checkpoints for screening operations in the Jeppesen Terminal. These checkpoints are used by passengers, employees, and airline crew members to gain access to the secured Concourses and Gates.

The Service Provider (SP) shall be responsible for Total Queue Management (TQM) services at Denver International Airport (DEN) as described herein. The services provided by the SP under this Agreement include but are not limited to, those services described in this Scope of Work. The SP shall furnish all necessary labor, tools, equipment and supplies to perform the required services except for the equipment and facilities to be provided by the CCD under the provisions of this Agreement.

**Was this contractor selected by competitive process?** Yes **If not, why not?** N/A

**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):** American Automation, Inc. is a certified MWBE and has committed to self-performing 89% MWBE participation on this project.

**Who are the subcontractors to this contract?** Self-performing

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