

**ORDINANCE/RESOLUTION REQUEST**

Please email requests to Angela Casias  
at [angela.casias@DenverGov.org](mailto:angela.casias@DenverGov.org) by **12:00 pm 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:** January 19, 2018

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, contract amendment, municipal code change, supplemental request, etc.**)*

Atkins North America, Inc., 3-year contract to provide program management services for the 2017 GO Bond Program, as identified by the Department of Public Works.

**3. Requesting Agency:** Public Works

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

- **Name:** Michael Sheehan, Director of Implementation
- **Phone:** 720-865-2664
- **Email:** michael.sheehan@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:** Angela Casias
- **Phone:** 720.913.8529
- **Email:** angela.casias@denvergov.org

**6. General description/background of proposed ordinance including contract scope of work if applicable:** Atkins North America, Inc., contract is for program management services for the 2017 GO Bond Program. Scope of services includes, but is not limited to; program management, program controls, program communications, including management, implementation, budgeting, scheduling, cost estimating, document preparation, and project management.

**\*\*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 – please do not leave blank.)*

- a. Contract Control Number:** 201839791
- b. Contract Term:** On-call. 3-year. NTP – February 12, 2018
- c. Location:** Citywide
- d. Affected Council District:** All
- e. Benefits:** This contract will provide the required program management services to support the 2017 GO Bond Program.
- f. Contract Amount (indicate amended amount and new contract total):** Not to exceed maximum of \$19,000,000.00

**7. Is there any controversy surrounding this ordinance?** *(Groups or individuals who may have concerns about it?)* **Please explain.** None that we are aware of.

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

SIRE Tracking Number: RR18 0104

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