

ORDINANCE/RESOLUTION REQUEST

Please email requests to Nancy Kuhn 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: January 28, 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.)*

OC201309609, On-Call General Engineering Services Agreement between the City and Atkins North America, Inc.

3. **Requesting Agency:** Public Works

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

- **Name:** Jim Barwick
- **Phone:** 720-913-4535
- **Email:** james.barwick@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:** Jim Barwick
- **Phone:** 720-913-4512
- **Email:** james.barwick@denvergov.org

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

This ordinance will approve an On-Call annual professional services agreement with Atkins North America, Inc., for 3 years with. Maximum amount per year not to exceed \$1,000,000, with total not to exceed \$3,000,000. All work will be accomplished on a Task Order basis. The City will identify and define projects and funding as the need arises and the Consultant will provide a scope of work, schedule, cost estimate, and deliverables. Work will proceed only after the submittal is approved and a Notice to Proceed is issued.

The work will be primarily for any of the following engineering tasks: Full Range of Civil Design Services, including, Hydraulic studies and design, Street and pavement design, Utility design (including permitting), Land Surveying, Traffic Engineering, Geotechnical Engineering, Materials testing, Environmental and hazardous materials work, Electrical and Lighting Engineering, and Plan Review Assistance.

****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:** OC201309609
- b. **Duration:** Execution to 3 years after execution date
- c. **Location:** N/A
- d. **Affected Council District:** N/A
- e. **Benefits:** Engineering Services available when needed
- f. **Costs:** Maximum possible is \$3,000,000.00

Is there any controversy surrounding this ordinance? *(Groups or individuals who may have concerns about it?)* **Please explain.** - None

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____