

## 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:** 1/31/2022

**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 an SBE (Small Business Enterprise) contract for On-Call Architectural & Engineering Professional Services Contract.

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

**4. Contact Person:**

Contact person with knowledge of proposed Ordinance	Contact person to present item at Mayor-Council and Council
Name: Michael Sheehan	Name: Carolina Flores
Email: <a href="mailto:Michael.sheehan@flydenver.com">Michael.sheehan@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:**

This SBE Architectural and Engineering Firm will perform architectural and engineering design tasks as necessary for the City and County of Denver at the airport. Each of these design tasks will be competitively procured per the rules of DEN's Contract Services.

**6. City Attorney assigned to this request (if applicable):** Tracy Davis

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

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

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

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

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

## Key Contract Terms

**Type of Contract:** (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property):  
Professional Services for Architectural and Engineering design

**Vendor/Contractor Name:** Studio Completiva, Inc.

**Contract control number:** 202161218

**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):** 3 Years with a possible two 1-year extensions.

**Contract Amount (indicate existing amount, amended amount and new contract total):** \$1,000,000.00 Capacity

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
N/A	N/A	\$1,000,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
N/A	N/A	3 years from execution date

**Scope of work:** The purpose of this contract is to establish on-call architectural and engineering (A&E) design services to provide architectural, engineering, and other professional services on an on-call, as needed task basis at Denver International Airport (DEN). The scope of work varies on an individual project and may include, but is not limited to, design for modifications and additions to existing facilities and systems, design for new facilities, building evaluations, producing reports and studies, architectural programming, and planning, permitting, estimating, scheduling, constructability reviews, and construction administration.

**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:** TBD by Department of Finance at DEN.

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

**WBE/MBE/DBE commitments (construction, design, Airport concession contracts):**  
% Established is 30%, % Proposed is 65%.

**Who are the subcontractors to this contract?** HCL Engineering & Surveying, LLC, Jirsa Hedrick, CE Group, AE Design, PK Electrical, Inc., Group 14, Martin/Martin Inc., BCER Engineering, Inc., enlighten Engineering, LLC, AECOM, Jenson Hughes, Delet LLC, Gallun Snow Associates, Elevations Consulting Group, and Ambient Energy.

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