

ORDINANCE/RESOLUTION REQUEST

All Fields must be completed

Incomplete request forms will be returned to sender which may cause a delay in processing.

Please mark one: Bill Request or Resolution Request Date of Request: May 20, 2019

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 with Merchant Aviation, LLC, to provide professional, on-call planning services related to airport and aviation planning.

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: Bill Poole	Name: Angela Casias
Email: Bill.Poole@flydenver.com	Email: Angela.Casias@flydenver.com

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

Merchant Aviation, LLC, will provide on-call planning services related to airport, aviation, airspace and ground transportation. Services will include but are not limited to airport master planning; terminal development related studies; airport landside planning including roadway, curbside, parking, traffic and transit analyses; concepts and plans; airfield and systems-related capacity studies; benefit cost analysis (BCA), etc.

This project is not subject to the 2019 Minimum Wage Ordinance.

6. City Attorney assigned to this request:

Deb Overn, DEN Legal

7. City Council 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: RR19 0524

Date Entered: _____

Key Contract Terms

Type of Contract: Professional Services

Vendor/Contractor Name: Merchant Aviation, LLC

Contract control number: 201839468

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):

06/01/2019 – 05/31/2022, 3 Years, plus two (2), one (1) year extension options

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

<i>Current Contract Amount</i>	<i>Additional Funds</i>	<i>Total Contract Amount</i>
<i>(A)</i>	<i>(B)</i>	<i>(A+B)</i>
N/A	N/A	Up to \$750,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
N/A	N/A	06/01/2019 – 5/31/2022 plus two (2), one (1) year extension options

Scope of work:

The consultant will provide services related to airport, aviation and transportation planning as requested by the project manager and approved by separate task authorization(s). Such services may include, but not limited to: master planning forecasting; alternative studies and related analyses; BCA's; airfield capacity studies; terminal related studies; roadway, traffic and transit analyses, concepts and plans; vehicular parking and transit-oriented land uses. Such services may also include preparation of briefings, papers, presentations and documents related to airport planning projects and grants, comments on draft regulations, document research, coordination and outreach with regulatory agencies, other interested parties and the public.

Was this contractor selected by competitive process? Yes, a competitive Request for Proposal **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): 6% M/WBE

Who are the subcontractors to this contract?

ADP Ingenierie, Lea+Elliott, TransSolutions, LLC, HG Consulting, Inc.

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