

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: 3/21/2018

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: Contract execution with LS Gallegos & Associates, Inc. for On Call Project Management & Support Services (PMSS) for DEN Special Project Division (#201839866)

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: Rachel Marion	Name: Stuart Williams
Email: Rachel.Marion@flydenver.com	Email: Stuart.Williams@flydenver.com

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

Provide on call professional, technical, and support personnel to perform project management services, which may include; but are not limited to, assisting with planning, design, construction management, project communications, project controls and any other support services required on special projects designated for such services by the airport.

6. City Attorney assigned to this request (if applicable): Max Taylor

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: RR18 0336

Date Entered: _____

Key Contract Terms

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

Vendor/Contractor Name: LS Gallegos & Associates, Inc.

Contract control number: 201839866

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): Four years

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)
\$13,000,000	0	\$13,000,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
4 years	0	DOE + 4 years

Scope of work:

The contractor will provide staff augmentation, as needed, requiring different specialties and expertise. An on-call contract is needed since specialized staff can immediately increase, or decrease, as needed during peak construction seasons and interim periods.

This contract could provide; but is not limited to, the following positions: Project Managers, Engineers, Architects, Estimators, Schedulers, Inspectors, Technicians, Subject Matter Experts, Contract Administrators, Consultants, Construction Managers, Cost Managers, Project Controls personnel, and other personnel as deemed necessary to meet the airport's needs for delivery of special projects including the Great Hall Program.

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: O&M

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

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): 20%

Who are the subcontractors to this contract? PMA, HNTB, Parsons, CMTS, Civil Tech, CIG, Shiel Sexton, Shrewsberry

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