ORDINANCE/RESOLUTION REQUEST

Date of Request: August 22, 2024

Please mark one: ☐ **Bill Request**   **or**   ☒ **Resolution Request**

Please mark one: The request directly impacts developments, projects, contracts, resolutions, or bills that involve property and impact within .5 miles of the South Platte River from Denver's northern to southern boundary? (Check map HERE)

☐ **Yes**   ☒ **No**

1. Type of Request:

☒ **Contract/Grant Agreement**   ☐ **Intergovernmental Agreement (IGA)**   ☐ **Rezoning/Text Amendment**

☐ **Dedication/Vacation**   ☐ **Appropriation/Supplemental**   ☐ **DRMC Change**

☐ **Other:**

2. Title: Approves a contract with ProDIGIQ, Inc. for $1,175,000 and for five years to provide a comprehensive Safety Management System (SMS) solution to enhance safety measures and streamline safety-related processes at Denver International Airport (DEN), as mandated by the Federal Aviation Administration (FAA) (PLANE-202472492).

3. Requesting Agency: Department of Aviation

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)	Contact person for council members or mayor-council
Name: Dave LaPorte, Deputy COO, Airport Operations	Name: Kevin Forgett, Manager of Legislative Affairs
Email: Dave.LaPorte@flydenver.com	Email: Kevin.Forgett@flydenver.com

5. General description or background of proposed request. Attach executive summary if more space needed:
(who, what, why)
ProDIGIQ, Inc. was selected through a competitive process to provide a comprehensive Safety management System (SMS). Within this SMS framework, DEN's Safety Division has identified a critical requirement for the acquisition of an integrated software solution. This software will serve as a unified platform for ensuring safety assurance, promoting safety culture, facilitating hazard reporting, and managing safety risks effectively. Moreover, it will maintain records for a duration of 36 months, in strict compliance with the FAA's regulatory directives.

6. City Attorney assigned to this request (if applicable): Kevin Cain

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: _____   Date Entered: _____

Key Contract Terms

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

Vendor/Contractor Name (including any dba's): ProDIGIQ, Inc.

Contract control number (legacy and new): PLANE-202472492

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 <u>existing</u> term dates and <u>amended</u> dates): Five (5) Years

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

Current Contract Amount *(A)*	*Additional Funds* *(B)*	*Total Contract Amount* *(A+B)*
$1,175,000.00	N/A	$1,175,000.00

Current Contract Term	*Added Time*	*New Ending Date*
5 Years	N/A	5 Years

Scope of work: DEN is seeking a Safety Management Software (SMS) solution to enhance safety measures and streamline safety-related processes. The objective is to procure a robust, flexible, and user-friendly system that includes the following key capability and functionalities:

2.1.   Safety Reporting capability: Enable users to efficiently report incidents, near-misses, and safety concerns.
2.2.   Safety Assurance capability: Support safety process data, including investigations, corrective actions, and auditing.
2.3.   Safety Risk Management capability: Assist in identifying, assessing, and mitigating safety hazards.
2.4.   Safety Promotion capability: Facilitate safety awareness and training programs.
2.5.   Safety Reporting Mobile App: Provide a mobile application for on-the-go incident reporting for both online and offline use.
2.6.   Safety Assurance Mobile App Integration: Integrate mobile apps for safety assurance/reporting for online and offline use.
2.7.   Dynamic dashboard with drill-down ability to deliver urgent information, key deadlines, and statistics in easy-to-read visuals.
2.8.   Record keeping for a minimum of 36 months.
2.9.   Hazard and risk mitigation tracking and reminders.
2.10.   The ability to associate corrective actions to hazards.
2.11.   Streamlined process to conduct and manage Audits, Evaluations, Investigations, and Inspections.
2.12.   Customizable and configurable templates for checklists.
2.13.   Customizable and configurable newsletter and survey templates.
2.14.   Customizable and configurable templates for safety reports.
2.15.   Ability to link multiple safety reports from different employee groups to one safety event.
2.16.   Query and data visualization tools for analysis of safety reports.
2.17.   Intuitive interface for submitting, processing, and analyzing safety reports.
2.18.   Centralized safety risk management processes.
2.19.   Hazard and risk register for visibility of all hazards and associated risk levels.
2.20.   Process to conduct safety risk assessments and perform baseline and subsequent risk analysis

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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: Operations and Maintenance (O&M)

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

WBE/MBE/DBE commitments (construction, design, Airport concession contracts):
DSBO has determined that no goals are required for this procurement.

Who are the subcontractors to this contract? N/A

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