



CONTRACT EXECUTIVE SUMMARY

<p>1. Project Name: Parsons Brinckerhoff, Inc.</p>	<p>Current Action Requested: Final Contract Approval</p>
<p>2. Division: <u>Finance & Administration</u></p> <p>Section# / Section Name: 1410</p>	<p>3. Project Manager: Matthew Karnes Attorney: Kevin Cain Assigned CA: Encinias</p>
<p>4. Contract Type: Expenditure</p>	<p>Type of Process: Non-Competitive Amendment</p>
<p>5. Is City Council Approval Required: Yes</p>	<p>6. Is Term over 3 Years: Yes</p>
<p>7. Contractor/Consultant/Vendor: Parsons Brinckerhoff, Inc.</p> <p>Contractor Address: 555 Seventeenth St, Suite 500, Denver, CO 80202</p> <p>Contact Name: Amy Rock</p> <p>Phone: 303-728-3051</p> <p>Email Address: rock@pbworld.com</p> <p>Entity type: Corporation</p> <p>State of Incorporation:</p>	<p>8. Estimated or Current Amount: \$2,000,000 Amendment Amount: \$0 New Total Amount: \$2,000,000</p>
<p>9. FORECAST INFORMATION</p> <p>Anticipated Advertisement: N/A</p> <p>If requesting a change to the Forecast List, state reason for the change: <u>Choose an item.</u></p>	<p><input checked="" type="checkbox"/> No Forecast (Professional Preference/Informal Bid/etc.)</p> <p><input type="checkbox"/> 30 Day Forecast (Design/Professional Services)</p> <p><input type="checkbox"/> 90 Day Forecast (Construction/Revenue)</p> <p><input type="checkbox"/> Justification for Waiver: N/A</p>
<p>10. SELECTION INFORMATION</p> <p>Date placed on Forecast List: N/A</p> <p>Date Advertised: N/A</p> <p>Date Selection Made: N/A</p> <p>Date Manager of Aviation approved: N/A</p>	<p>11. Current Term: <u>4/1/2013</u> to <u>3/31/2017</u></p> <p>Term Extension of Amendment: <u>4/1/2016</u> to <u>3/31/2018</u></p> <p>Total Term in Years: 5</p>
<p>12. Alfresco Contract #: PLANE-201309306-00</p> <p>Amendment Number: 02</p> <p>PeopleSoft Requisition #:</p>	<p>13. DSBO Goals: N/A</p> <p>% Established: N/A</p> <p>% Proposed: N/A</p> <p>% Achieved: N/A</p>

A. Brief Project Description *(Describe briefly, and, if applicable, will be used for the 90-Day Forecast List)*

The Consultant will provide professional consulting services to assist the Finance team in projects including but not limited to capital planning, process improvement, reporting, database development, etc.

B. Memorandum No. 8B to Mayoral Executive Order No. 8 *(Justification for deviation from Competitive Selection Policy, e.g. for Non-Competitive Process, Term > 3 Years, and Amendments)*

Original contract was procured in compliance with executive order 8B, this is an amendment to modify the length of the term only. No additional funding is being requested.

C. Selection Process Details or Other Related Actions

Amendment to existing contract

D. Provide in detail the Scope of Work, Agreement, Amendment, or Project *(Explain any changes in the term)*

A. Consultant will provide consulting services to Capital Planning Staff, including detailed analysis of projects in the Airports' capital plan, specific projects and processes, and support for reporting, administration, and data compilation, all as detailed in the "Scope of Work" attached as Exhibit A (see a-d).

- a. General and Aviation Consulting Services
- b. Strategic Consulting Services
- c. Program Management Information Systems

d. Other - Work Order amendments shall describe in further detail the scope of services, schedule for work, and budgets for professional fees

B. Consultant will, after it receives instruction from the Project Manager, furnish all of the technical, administrative, professional, and other labor; all supplies and materials, equipment, printing, vehicles, local travel, office space, and facilities, testing and analyses, calculations, and any other facilities or resources required to perform and complete the work included in each project which is assigned hereunder, in accordance with Exhibit A.

C. Consultant shall faithfully perform the work required under this Agreement in accordance with standards of care, skill, training, diligence, and judgment provided by competent professionals who perform work of a similar nature to the work described in this Agreement.

D. Consultant agrees to perform its work under this Agreement in accordance with the operational requirements of DIA, and all work and movement of personnel or equipment on areas included within the DIA site shall be subject to the regulations and restrictions established by the City or its authorized agents.

E. Consultant agrees that, upon request of the Deputy Manager, at any time during the term of the Agreement or three years thereafter, it will make full disclosure to the City of the means, methods, and procedures used in performance of services hereunder.

E. Alternatives Considered

N/A RFP process utilized originally, currently maximizing the utilization of Parsons Brinckerhoff, Inc.

F. Goal Details *(Enter the goal, amount achieved to date, level of participation, and name of certified company)*

The Division of Small Business Opportunity has determined that this contract's Scope of Services does not fall under provisions of Denver's CEI (Construction Empowerment Initiative) Ordinance.

G. Expenditure Contract Funding (Please contact the Budget Group for assistance)

This contract is encumbered by (check all that apply)	Funding Source:
<input checked="" type="checkbox"/> O&M Annually <input type="checkbox"/> Task / On-Call Contract <input type="checkbox"/> At NTP <input type="checkbox"/> At Contract Execution	<input checked="" type="checkbox"/> O&M O&M Amount to be Encumbered 1st Year <input type="checkbox"/> CIP CIP Amount to be Encumbered 1st Year If CIP, PIRF#
Federally funded contract? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Total amount to be encumbered this year: \$0.0

AMS GL String:

Fund	Division Code	Section #	Cost Center	AMS Account (4-digit)	Project # (CIP Only)
81	BTD	1410	Z50B	6066	

PeopleSoft GL String:

Fund	Org	PeopleSoft Account (6-digit)
73810	6013000	603200

WESTIN HOTEL:

Does this contract include work for the Westin Hotel? Yes No

SIGNATURES:

Contract Initiation Approval:

Shala Sandoval

Digitally signed by Shala Sandoval
DN: cn=Shala Sandoval, ou=DEN Finance and Administration,
ou=DEN Contract Services,
email=shala.sandoval@flydenver.com, c=US
Date: 2017.01.25 16:39:58 -07'00'

Lisa A. Torres
Manager of Contract Services

Date

Karnes, Matthew - DIA


Digitally signed by Karnes, Matthew - DIA
DN: dc=com, dc=flydenver, dc=ad, ou=Domain Users,
ou=Employees, cn=Karnes, Matthew - DIA,
email=Matthew.Karnes@flydenver.com
Date: 2017.01.25 15:43:32 -07'00'

Matthew Karnes
Director of Financial Planning and Analysis
303-342-2218

Curran, Hugh - DIA

Digitally signed by Curran, Hugh - DIA
DN: dc=com, dc=flydenver, dc=ad, ou=Domain Users,
ou=Employees, cn=Curran, Hugh - DIA,
email=Hugh.Curran@flydenver.com
Date: 2017.01.26 17:48:43 -07'00'

Hugh Curran
Senior Vice President of Financial Management Date

 1/25/17
Gisela Shanahan Date
Executive Vice President, Chief Financial Officer

Reimer, Dan - DIA

Digitally signed by Reimer, Dan - DIA
DN: dc=com, dc=flydenver, dc=ad, ou=Domain Users,
ou=Employees, cn=Reimer, Dan - DIA,
email=Dan.Reimer@flydenver.com
Date: 2017.01.31 11:18:20 -07'00'

Dan Reimer Date
Assistant General Counsel
Airport Legal Services

SIGNATURES:

Final Contract Approval:

**Bair, Chloe -
DIA**

Digitally signed by Bair, Chloe - DIA
DN: dc=com, dc=flydenver, dc=ad,
ou=Domain Users, ou=Employees,
cn=Bair, Chloe - DIA,
email=Chloe.Bair@flydenver.com
Date: 2017.02.13 09:57:14 -07'00'

Finance Approval

Date

**Karnes, Matthew -
DIA**

Digitally signed by Karnes, Matthew - DIA
DN: dc=com, dc=flydenver, dc=ad, ou=Domain
Users, ou=Employees, cn=Karnes, Matthew -
DIA, email=Matthew.Karnes@flydenver.com
Date: 2017.02.13 08:06:36 -07'00'

Matthew Karnes

Date

Director of Financial Planning and Analysis
303-342-2218



3-2-17

**Hugh Curran
Senior Vice President of Financial**

Date

Reimer, Dan - DIA

Digitally signed by Reimer, Dan - DIA
DN: dc=com, dc=flydenver, dc=ad, ou=Domain Users,
ou=Employees, cn=Reimer, Dan - DIA,
email=Dan.Reimer@flydenver.com
Date: 2017.03.03 09:52:23 -07'00'

Dan Reimer

Date

Assistant General Counsel
Airport Legal Services