

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: 9/19/2022

1. Type of Request:

- Contract/Grant Agreement Intergovernmental Agreement (IGA) Rezoning/Text Amendment
- Dedication/Vacation Appropriation/Supplemental DRMC Change
- Other:

2. Title: Approves an on-call wayfinding design services contract with Selbert Perkins Design.

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: Carolina Flores
Email: bill.poole@flydenver.com	Email: carolina.flores@flydenver.com

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

The contract is to provide On-Call Wayfinding and Signage Design Services on an as-needed basis throughout the Denver International Airport (DEN) complex, including inside the Terminal, Concourses, curbside, parking garages, and roadways.

6. City Attorney assigned to this request (if applicable): Stephanie Minutillo

7. City Council District: 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: Professional Services > \$500K

Vendor/Contractor Name: Selbert Perkins Design

Contract control number: 202263638

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

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)
N/A	N/A	\$750,000.00

<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 scope of service includes, but is not limited to, the following services and tasks:

- Provide design, support and expertise to the Wayfinding System(s) at DEN;
- Provide Americans with Disabilities Act (ADA) compliance expertise and roadway standards expertise;
- Upon request, use of digital design and electrical design for edge-lit or illuminated signs;
- Utilization of the Wayfinding Design Guideline Manual, the Roadway Master Plan and other established supporting documents will be used as a basis for all design decisions;
- Upon request, help DEN manage the construction administration of the project as the Designer of Record (DOR); and
- Produce precise construction documents, design drawings, renderings and detailed specifications as required.

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

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WBE/MBE/DBE commitments (construction, design, Airport concession contracts): 7% MWBE

Who are the subcontractors to this contract? PK Electrical, Inc., Integral Engineering Co., Hahn Integrated Systems, Inc. Artistic Identity, LLC

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