

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: 10/20/2015

Please mark one: Bill Request or Resolution Request

1. Has your agency submitted this request in the last 12 months?

Yes No

If yes, please explain:

2. **Title:** Contract execution for air service development consulting services provided by InterVistas Consulting Inc., 201521730.

3. **Requesting Agency:** Department of Aviation

4. **Contact Person:**

- **Name:** Amy Raaz
- **Phone:** (303) 342-2201
- **Email:** Amy.Raaz@flydenver.com

5. **Contact Person:**

- **Name:** Laura Jackson
- **Phone:** (303) 342-2282
- **Email:** Laura.Jackson@flydenver.com

6. **General description of proposed ordinance including contract scope of work if applicable:**

Air service development consulting services include, but are not limited to, the following activities: development of passenger traffic forecasts; development of revenue forecasts; economic impact analyses; strategic planning as it relates to air service; contingency planning as it relates to air service; and benchmarking/performance monitoring. A full scope of work is attached.

- a. **Contract Control Number:** 201521730
- b. **Duration:** Three years (Oct. 1, 2015 – Sept. 30, 2018)
- c. **Location:** DIA
- d. **Affected Council District:** 11
- e. **Benefits:** To support the retention and expansion of air service at Denver International Airport.
- f. **Costs:**

<i>Current Contract Amount (A)</i>	<i>Additional Funds (B)</i>	<i>Total Contract Amount (A+B)</i>
\$800,000		\$800,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
Three years		Sept. 30, 2018

- g. **Date Goals Assigned:** March 24, 2015
- h. **Goals:** N/A

7. **Is there any controversy surrounding this ordinance? (Groups or individuals who may have concerns about it?) Please explain.** There is no controversy surrounding this ordinance.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____

Key Contract Terms

Type of Contract:

Professional Services > \$500K Lease Design or Construction for airport improvements > \$5M

Grant IGA Sale of Real Property Sale of Personal Property

Vendor/Contractor Name: InterVistas Consulting Inc.

Contract control number: 201521730

City's contract manager: Eric Hiraga

Was this contractor selected by competitive process? Yes

Has this contractor provided these services to the City before? Yes No

Term/Duration of contract/project: Three years (Oct. 1, 2015 – Sept. 30, 2018)

Is this a new contract? Yes No Is this an Amendment? Yes No If yes, how many? _____

Renewal terms: N/A

Purpose: Air service development consulting services

Scope of services to be provided with performance bench marks: See attached scope of services

Cost/value: \$800,000

Source of funds: 73810 GAO 1105 Z50B 6027

Benefit: To support the retention and expansion of air service at Denver International Airport.

Termination provision for City and for contractor: The City has the right to terminate the agreement without cause on thirty (30) days written notice to the consultant, and with cause on ten (10) days written notice to the consultant.

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

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): None.

Who are the subcontractors to this contract? None

Location: DIA

Affected Council District: 11

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____