

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: September 10, 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:

Approves a contract with Matrix Design Group, Inc. for on-call professional design services to assist in the development of real estate as part of the DEN Real Estate Strategic Development Plan for up to \$4,000,000 and for a three year term with two 1 year extension options.

3. Requesting Agency: DEN

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Laura Aldrete	Name: Angela Casias
Email: laura.aldrete@flydenver.com	Email: angela.casias@flydenver.com

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

This project request is for Matrix Design Group, Inc. one of five firms selected to provide on-call professional design services for commercial real estate and public infrastructure projects. These projects will support Denver International Airport (DEN) in its implementation of the DEN Real Estate Strategic Development Plan. Of the five firms, three firms were selected to provide urban design and architecture services, and two were selected to provide engineering services. Matrix Design Group, Inc. was selected to provide engineering services.

6. City Attorney assigned to this request (if applicable): David Steinberger

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 1011

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: Matrix Design Group, Inc.

Contract control number: PLANE-201843521-00

Location: DEN

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):
 Three (3) years with up to two (2) one year extensions

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

<i>Current Contract Amount</i>	<i>Additional Funds</i>	<i>Total Contract Amount</i>
<i>(A)</i>	<i>(B)</i>	<i>(A+B)</i>
N/A	N/A	\$4,000,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
N/A	N/A	DOE + 3-years with two 1-year extension options

Scope of work:

All teams will work to assist DEN in the implementation of the framework vision that was established in the Strategic Development Plan. Consultant teams will provide DEN with the due diligence and design needed to prepare property offerings for development. Work includes refining infrastructure plans to establish rough order of magnitude costs as well as testing specific building programs within the development districts. Engineering teams will provide:

- a) General Engineering, including roadways, wet and dry utilities, drainage and water quality;
- b) Traffic and Transportation Engineering;
- c) Cost Estimating and strategic project delivery advisory services;
- d) Technical Feasibility Studies such as:
 - a. Survey
 - b. Geotechnical testing and reporting
 - c. Phase 1 and Phase 2 environmental testing and reporting
- e) Assistance in securing approvals from the Federal Aviation Administration.

Was this contractor selected by competitive process? Yes **If not, why not?** _____

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

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: RR18 1011

Date Entered: _____

Source of funds: DEN

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?

San Engineering, Apex Design, Triunity, Corvus Environmental Consulting, HC Peck & Associates, HDR Engineering, Pinyon Environmental, WSP Built Ecology, WSP Sustainability and Energy, Jviation, Terracon Consultants, Entitlement & Engineering Solutions

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: RR18 1011

Date Entered: _____