

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: 4/25/2017

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: First amendment to On-Call Commissioning services contract with McKinstry Essention LLC (Contract #201522925-01)

3. Requesting Agency: Department of Aviation

4. Contact Person: (With actual knowledge of proposed ordinance/resolution.)

- **Name:** Aaron Barraza
- **Phone:** (303) 342-2261
- **Email:** Aaron.Barraza@flydenver.com

5. Contact Person: (With actual knowledge of proposed ordinance/resolution who will present the item at Mayor Council and who will be available for first and second reading, if necessary.)

- **Name:** Ken Greene
- **Phone:** (303) 342-2206
- **Email:** ken.greene@flydenver.com

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

Provide on-call 3rd party commissioning services for capital improvement projects at DEN. Services include assistance with design reviews, submittal reviews, providing functional testing of equipment, construction observation, post-occupancy testing, and reporting. Services provided benefit DEN's Airport Infrastructure Management (AIM) division by ensuring installed systems meet the project requirements.

***Please complete the following fields: (Incomplete fields may result in a delay in processing. If a field is not applicable, please enter N/A for that field.)*

- a. **Contract Control Number:** 201522925-01
- b. **Duration:** 2 years
- c. **Location:** DEN
- d. **Affected Council District:** 11
- e. **Benefits:** Services provided benefit DEN's Airport Infrastructure Management (AIM) division by ensuring installed systems meet the project requirements.
- f. **Costs:**

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$2,000,000.00	\$1,000,000.00	\$3,000,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
2 years	N/A	2/15/2018

- g. **Date Goals Assigned:** 3/28/2015
- h. **Goals:** N/A

7. Is there any 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: McKinstry Essention LLC

Contract control number: 201522925-01

City's contract manager: James Glavin

Was this contractor selected by competitive process? Yes, for the original contract. However, this is a Non-Competitive Amendment.

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

Term/Duration of contract/project: 2 years

Is this a new contract? Yes No Is this an Amendment? Yes No If yes, how many? 1

Renewal terms: N/A

Purpose: Provide On-Call third party commissioning services for capital improvement projects at DEN. Services include assistance with design reviews, submittal reviews, providing functional testing of equipment, construction observation, post-occupancy testing, and reporting. Services provided benefit DEN's Airport Infrastructure Management (AIM) division by ensuring installed systems meet the project requirements.

Cost/value: Add \$1,000,000.00 for a new total capacity of \$3,000,000.00.

Source of funds: O & M

Benefit: Services provided benefit DEN's Airport Infrastructure Management (AIM) division by ensuring installed systems meet the project requirements.

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: DEN

Affected Council District: 11

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____