

## 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: 6/6/22

### 1. Type of Request:

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

2. **Title:** Approves execution of a professional services agreement with Smith Environmental and Engineering to provide environmental engineering design services to Denver International Airport.

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: Catherine Rafferty	Name: Carolina Flores
Email: <a href="mailto:Catherine.Rafferty@flydenver.com">Catherine.Rafferty@flydenver.com</a>	Email: <a href="mailto:Carolina.Flores@flydenver.com">Carolina.Flores@flydenver.com</a>

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

Denver International Airport often requires specialized environmental engineering design services. This on-call contract provides such professional services on an as-needed basis. DSBO has determined that this professional services agreement is suitable for SBE pool procurement. Two SBE firms responded to this procurement from which Smith Environmental and Engineering was selected by a diverse selection panel.

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

Stephanie Minutillo

### 7. City Council District:

District 11

### 8. **\*\*For all contracts, fill out and submit accompanying Key Contract Terms worksheet\*\***

## Key Contract Terms

*To be completed by Mayor's Legislative Team:*

Resolution/Bill Number: \_\_\_\_\_

Date Entered: \_\_\_\_\_

**Type of Contract:** Professional Services

**Vendor/Contractor Name:** Smith Environmental and Engineering

**Contract control number:** 202157834

**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):**

Date of Execution (DOE) plus 3 years; plus, two (2), 1-year options

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

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

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
N/A	N/A	DOE plus 3 years; plus, two (2), 1-year options

**Scope of work:**

Services that may be requested under this agreement may include, but not be limited to, engineering design, construction support, master planning, permit assistance, analyses, and studies.

**Was this contractor selected by competitive process?** Yes **If not, why not?** N/A

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

**Source of funds:** O&M or CIP depending upon assigned task scopes of work

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

**WBE/MBE/DBE commitments (construction, design, Airport concession contracts):**

Smith is a certified SBE and M/WBE firm and committed to self-perform a minimum of 45% of the work, which exceeds the assigned 30% self-performance goal.

**Who are the subcontractors to this contract?** Mott MacDonald, Terracon

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