

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at MileHighOrdinance@DenverGov.org by **11 a.m. Monday**. Contact the Mayor's Legislative team with questions

Please mark one: ☐ Bill Request or ☒ Resolution Request Date of Request: 9/2/2022

1. Type of Request:

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

2. Title: (Start with *approves*, *amends*, *dedicates*, etc., include name of company or contractor and indicate the type of request: grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.)

Approves a professional services agreement with Metrix Advisors, LLC. to provide Quality Assurance Services SBE at Denver International Airport (DEN).

3. Requesting Agency:

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:

Airport Infrastructure Management seeks to establish an On-Call Quality Assurance Inspection Services SBE contract at Denver International Airport (DEN). The vendor will provide quality assurance inspection personnel for use on airport roadway and airfield projects on an as-needed task basis at DEN to comply with The City and County of Denver's Standard Specifications For Construction General Contract Conditions, Title 17 and FAA Advisory Circular 150/5370-12B. This contract is task-based to support a variety of projects and will be funded by the approval and issuance of each task. Tasks may include Federal Aviation Administration (FAA) funding and be associated with the Rolling Owner Controlled Insurance Program (ROCIP). The successful proposer will need to demonstrate the ability to provide both full-time and seasonal personnel that will work on projects through definition, design, construction and closeout. This includes but is not limited to providing qualified personnel for Lead Inspectors and Inspector personnel. This is a Small Business Enterprise (SBE) Defined Pool opportunity.

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

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: _____

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: Metrix Advisors, LLC

Contract control number: 202161310

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):

The term will be Date of Execution (DOE) plus 3 years plus two, 1-year optional extensions.

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)
\$5,000,000.00	N/A	\$5,000,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
DOE + 3 years + two, 1-year optional extensions	N/A	N/A

Scope of work:

The mission of the Airport Infrastructure Management Development (AIM DEV) division of Denver International Airport (DEN) is to Define, Design, and Build all the infrastructure and facility developments and maintenance projects at DEN.

The Consultant, as deemed necessary by the Senior Director of AIM DEV, will provide professional, technical, and support staff to fill various positions required to provide project-specific services required for projects managed within AIM DEV's groups. Under this contract, these project-specific duties shall include special inspection, as well as other duties as requested.

The Consultant shall provide "qualified persons" to perform Special Inspections as referenced in Chapter 17, Section 1704 of the International Building Code (IBC), and as amended by the latest City and County of Denver Building Permit Policy. As "an approved agency" or Special Inspection Agency the Consultant shall also provide material testing services as defined in the Project Task Order. It is the Consultant's responsibility to provide and maintain competent staff on an as-needed basis as defined by each project-specific task order RFP minimum qualifications. Consultant-provided staff will be part of integrated teams consisting of City and County of Denver (CCD) employees and other consultants. They will follow established lines of authority and standard communication procedures to ensure that all measurable requirements for a project have been met and projects are successfully completed.

Was this contractor selected by competitive process?

If not, why not?

This is a Small Business Enterprise (SBE) Defined Pool opportunity.

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

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Date Entered: _____

Source of funds: O&M and CIP

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

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): 30%

Metrix Advisors, LLC is a certified SBE and has committed to self-performing 65% SBE Participation on this project.

Who are the subcontractors to this contract? Alfred Benesch & Company and Shrewsberry and Associates

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