

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: 4/28/2014

Please mark one: [X] Bill Request or [] Resolution Request

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

[] Yes [X] No

If yes, please explain:

2. Title: (Include a concise, one sentence description - please include name of company or contractor and contract control number - that clearly indicates the type of request: grant acceptance, contract execution, amendment, municipal code change, supplemental request, etc.)

Denver International Airport requests a contract amendment for Premisys Support Group, Inc. CE15005 - On-Call Professional Services

3. Requesting Agency: Department of Aviation

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

- Name: Amy Raaz
Phone: (303) 342-2201
Email: Amy.Raaz@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: Robert W. Kastelitz, Deputy Manager of Aviation - Technologies
Phone: 303-342-2020
Email: Robert.Kastelitz@flydenver.com

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

Premisys Support Group provides services to include design, documentation, and inspection of voice and data networks. Actively participates in engineering and configuration of Cisco equipment, performs daily network backups and provides troubleshooting assistance. Premisys Support Group also actively participates in Technologies on-call technical support job opportunities.

**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: CE15005
b. Duration: 3 years, plus two one-year options to extend
c. Location: DIA
d. Affected Council District: 11
e. Benefits: Highly specialized, voice and data network and staffing services
f. Costs: \$1,000,000.00

Table with 3 columns: Current Contract Amount (A), Additional Funds (B), Total Contract Amount (A+B). Values: \$1,000,000.00, \$0.00, \$1,000,000.00

Table with 3 columns: Current Contract Term, Added Time, New Ending Date. Values: 5/2/2011 - 5/1/2014, 2 years, 5/01/2016

To be completed by Mayor's Legislative Team:

SIRE Tracking Number:

Date:

g. Date Goals Assigned: N/A

h. Goals: Due to the increase in service needs, an amendment is needed to increase the contract maximum liability only. Contract Scope of Services does not fall under the Definition of Division of Small Business Opportunity CEI (Construction Empowerment Initiative) Ordinance. Professional Services for design, construction or reconstruction are subject to the goals ordinance. Anything outside of these services, including professional services not related to construction are reviewed on a case-by-case basis. Professional Services not related to construction usually do not have assigned goals.

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

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____

Key Contract Terms

Vendor/Contractor Name: Premisys Support Group, Inc.

Contract control number: CE15005-01

City's contract manager: Kelan Pape

Was this contractor selected by competitive process? Yes. Was it the low bid? RFP for Professional Services.

Term/Duration of contract/project: 3 years, plus 2 – 1 year options to extend

Renewal terms: The term of this Agreement may be extended for two periods of one (1) year each, by written amendment to this Agreement.

Purpose: Premisys Support Group provides services to includes design, documentation, and inspection of voice and data networks. Actively participates in engineering and configuration of Cisco equipment, performs daily network backups and provides troubleshooting assistance. Premisys Support Group also actively participates in Technologies on-call technical support job opportunities.

Scope of services to be provided with performance bench marks:

Cost/value: \$1,000.000.00

Source of funds: O & M

Benefit: Highly specialized, voice and data network and staffing services

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

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

Who are the subcontractors to this contract? N/A

Location: DIA

Affected Council District: 11

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

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