

## ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by 9 a.m. Friday. Contact the Mayor's Legislative team with questions

Date of Request: September 18, 2025

Please mark one: ☐ Bill Request or ☒ Resolution Request

Please mark one: The request directly impacts developments, projects, contracts, resolutions, or bills that involve property and impact within .5 miles of the South Platte River from Denver's northern to southern boundary? (Check map [HERE](#))

☐ Yes ☒ No

### 1. Type of Request:

☒ Contract/Grant Agreement ☐ Intergovernmental Agreement (IGA) ☐ Rezoning/Text Amendment

☐ Dedication/Vacation ☐ Appropriation/Supplemental ☐ DRMC Change

☐ Other:

2. **Title:** Amends a contract with Studiotrope LLC by adding \$500,000.00 for a new total of \$1,250,000.00 for Architectural and Engineering Professional services to support Planning and Design studies for facilities and infrastructure at Denver International Airport. No Change to contract duration, in Council District 11 (PLANE-202262640/PLANE-202580552-01).

3. **Requesting Agency:** Department of Aviation

### 4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)	Contact person for council members or mayor-council
Name: Bill Poole, SVP Planning & Design	Name: Kevin Forgett, State and Local Legislative Advisor
Email: <a href="mailto:Bill.Poole@flydenver.com">Bill.Poole@flydenver.com</a>	Email: <a href="mailto:Kevin.Forgett@flydenver.com">Kevin.Forgett@flydenver.com</a>

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

DEN Planning and Design (P&D) has issued 4 Task Orders to Studiotrope since the commencement of the on-call agreement that has benefited all DEN stakeholders as well as travelers with regards to DEN workplace planning and DEN Facilities' Design and Wayfinding. To ensure continuity of their critical tasks DEN is requesting to increase their capacity to complete ongoing tasks for 4347 Airport Way and other DEN facilities for 2025 and into 2026.

This aligns with Vision 100 by contributing to our efforts towards empowering our people, growing our infrastructure and maintaining what we have.

6. **City Attorney assigned to this request (if applicable):** Austin Coad

7. **City Council District:** 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

**Vendor/Contractor Name (including any dba's):** Studiotrope LLC

**Contract control number (legacy and new):** Legacy: 202262640; Amendment: PLANE- 202580552

**Location:** Denver International Airport

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

**Contract Term/Duration (for amended contracts, include existing term dates and amended dates):**

3 years + 1 year Extension

Start Date: September 1, 2022

Original End Date: August 31, 2025

Extended End Date: August 31, 2026

**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)
\$750,000	\$500,000	\$1,250,000

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
3 Years with a possible two 1-year extensions	N/A	3 Years with a possible two 1-year extensions

**Scope of work:** Architectural and Engineering Professional Services on an on-call, as needed task basis at Denver International Airport (DEN). The scope of work varies on an individual basis and may include, but not limited to, facility planning, masterplan studies, strategic planning and implementation, infrastructure analysis, conceptual design, contract documents development, and design standards development.

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

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

**Source of funds:** Capital Improvement Plan (CIP) or Operations & Maintenance (O&M) depending on the Task

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

**WBE/MBE/DBE commitments (construction, design, Airport concession contracts):** % Established is 30%, % Proposed is 65%

**Who are the subcontractors to this contract?** Mundus Bishop Design, Inc., Elevation Consulting Group, Martin/Martin Inc., BCER Engineering, Inc., enlighten Engineering, LLC, HJSC Consulting, and Ambient Energy

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