

# 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: 3/28/2024

Please mark one:  Bill Request or  Resolution Request

## 1. Type of Request:

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

2. **Title:** Approves a contract with Executives Partnering to Invest in Children (EPIC) for \$800,000 and for a term of three years with two one-year options to extend to facilitate strategic discussions and make recommendations on the feasibility of an onsite child care center for employee use at Denver International Airport (DEN) (PLANE-202368144).

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: Andrea Albo, Deputy Chief of Staff	Name: Kevin Forgett, Manager of Legislative Affairs
Email: <a href="mailto:Andrea.Albo@flydenver.com">Andrea.Albo@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 is seeking to secure subject-matter-expert services through EPIC to facilitate strategic discussions and make recommendations on the feasibility of an onsite child care center for employee use. The geographic region of the airport is considered a "child care desert" due to the lack of child care options for the number of children that reside in the Denver-Aurora-Lakewood metropolitan zip codes. Over 40,000 people are employed at DEN through 1,200 employers and currently one of the largest barriers to attracting employees to work at DEN is a lack of child care options. To become a choice employer and to keep pace with the rate at which the airport is growing through Vision 100 and Operation 2045, DEN is taking a proactive approach to solving the child care crisis. Through the Center of Equity and Excellence in Aviation (CEEA), DEN is seeking to contract with EPIC as the contractor that offers a unique and expert service to support DEN's development of child care options for employees.

6. **City Attorney assigned to this request (if applicable):** Jacob Garner

7. **City Council District:** 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 (including any dba's):** Executives Partnering to Invest in Children (EPIC)

**Contract control number (legacy and new):** PLANE-202368144

**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):**

3-years with 2 one-year extension options

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

<i>Current Contract Amount</i>	<i>Additional Funds</i>	<i>Total Contract Amount</i>
(A)	(B)	(A+B)
\$800,000	N/A	\$800,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
Three years with two one-year options to extend	N/A	Three years with two one-year options to extend

**Scope of work:**

In the initial phase of this work, a comprehensive internal needs survey and analysis will be conducted to identify current requirements. This will involve conducting a study for both internal DEN staff and CEEA workforce training participants, particularly as the CEEA space development progresses. Additionally, the survey will encompass the needs of the entire DEN employee population, numbering approximately 40,000 individuals, to ascertain the necessity for full-time onsite childcare. Tasks within this phase will include creating and administering a survey to relevant staff and participants, interviewing CEEA-affiliated leaders to identify existing preferences and constraints for the CEEA child care center, and synthesizing insights from these efforts to formulate operational recommendations that align with the survey data, covering aspects such as operational hours and engagement strategies.

In the next phase of work, the focus shifts to conducting financial modeling aligned with facility decisions. Financial assessments will be performed for both the CEEA space and a full-time onsite child care center. Tasks will involve identifying revenue streams for funding, including research on public funding streams, FAA considerations, funding allocations, and market trends. Moreover, a pro forma financial model will be developed to provide a structured analysis of the financial implications.

Following the data collection and financial analysis, the final recommendations will be presented to the DEN project team. The contractor will be responsible for consolidating all assessment data into a comprehensive presentation and delivering all relevant materials for review.

Lastly, technical assistance and ongoing advisory services will be provided, including the establishment of the operational scope for child care services and the identification of best practices to ensure effective implementation and continuous improvement.

**Was this contractor selected by competitive process?** No

**If not, why not?**

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Professional Preference: This procurement qualifies for the Professional Preference exception under Memorandum No. 8B and will not be competitively procured.

EPIC is the preferred vendor due to the organization's unique touchpoints and position in the nexus between the early childhood industry, public sector, philanthropy, and private sector. EPIC team members have private sector experience, strong backgrounds in early childhood, and subject-matter expertise in designing sustainable and quality childcare models that are responsive to the needs of the community.

Has this contractor provided these services to the City before? Yes

Source of funds: Operations & Maintenance

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

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

Who are the subcontractors to this contract? N/A

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