

**ORDINANCE/RESOLUTION REQUEST**

Please email requests to the Mayor’s Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **11 a.m. Monday**. Contact the Mayor’s Legislative team with questions

**Date of Request:** February 8, 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 Greenwood Commercial Real Estate Group, LLC. For \$2,000,000 and for 3 Years plus two 1-year options to extend, for commercial real estate brokerage services for Denver International Airport (DEN) Real Estate (PLANE-202370395).

**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: Ken Cope, SVP of DEN Real Estate                         | Name: Kevin Forgett, Manager of Legislative Affairs         |
| Email: Ken.Cope@flydenver.com                                  | Email: Kevin.Forgett@flydenver.com                          |

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

This request is for the approval of Greenwood Commercial Real Estate Group, LLC as a commercial real estate broker to perform brokerage services. Brokerage services include detailed analysis of commercial real estate market economics to guide DEN Real Estate’s focus on development areas or industries on DEN owned land at the airport. Brokerage services were previously provided to DEN Real Estate by one vendor, and this is an unbundling of that contract to leverage individual expertise, ensure competitiveness, and provide opportunity to MWBE firms.

DEN sits on 53 square miles of land; of that, 16,000 acres is dedicated to non-aeronautical land, which is the primary focus of DEN Real Estate. DEN is the second largest airport in the world by land mass.

**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:** Professional Services > \$500K

**Vendor/Contractor Name:** Greenwood Commercial Real Estate Group, LLC

**Contract control number:** PLANE-202370395

**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 plus two 1-year options to extend

**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> |
|--------------------------------|-------------------------|------------------------------|
| <i>(A)</i>                     | <i>(B)</i>              | <i>(A+B)</i>                 |
| \$2,000,000                    | N/A                     | \$2,000,000                  |

  

| <i>Current Contract Term</i>              | <i>Added Time</i> | <i>New Ending Date</i>                    |
|---|-------------------|---|
| 3 Years plus two 1-year options to extend | N/A               | 3 Years plus two 1-year options to extend |

**Scope of work:**

Greenwood Commercial Real Estate Group will:

Prepare a detailed analysis of commercial real estate market economics to guide DEN Real Estate’s focus on development areas or industries including hyper local, local, regional, national and global; interpret and assess relevant market trends; provide interpretation and monitoring of market indicators that represent changes in real estate economics which define and influence real estate cycles.

Prepare a detailed analysis of the competitive (proposed and active) developments that currently or will impact development plans on DEN land from a local, national and international perspective; a comparable analysis of commercial real estate trends within comparable Aerotropolis’ in USA and world-wide as applicable; advance and evolve DEN Real Estate’s detailed Strategic Development Plan to recommend types of uses and gross square footage (SF) based on market conditions.

Support and advise on DEN Real Estate’s internal marketing and branding initiatives as well as those in conjunction with DEN’s marketing/branding strategic partners and Joint Development Partners.

Market and promote DEN Commercial Development offerings to targeted industries, developers and end users. Brokerage and advisory could be for the following districts within DEN owned property: West Approach; Aero-Industrial; Second Creek Campus; Peña Station Next; 40<sup>th</sup> & Airport Station; 72<sup>nd</sup> & Himalaya; and East Approach. In addition to these seven districts, DEN has available land for potential solar and/or other development uses.

Greenwood Commercial Real Estate Group is a minority-owned firm.

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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: Operations & Maintenance and Capital Improvement Plan

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

**MWBE/DBE/SBE or N/A commitments:** N/A: The Division of Small Business Opportunity (DSBO) has conducted an analysis examining the scope of work for this project, cost estimate and the existing availability of certified firms in the following NAICS code: 531210 to perform the specified services as stated in the business utilization request form. DSBO has established that no DSBO program will apply.

Who are the subcontractors to this contract? N/A

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