

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor’s Legislative Team
at MileHighOrdinance@DenverGov.org by **3:00pm on Monday**.

**All fields must be completed.*
Incomplete request forms will be returned to sender which may cause a delay in processing.*

Date of Request: August 16, 2013

Please mark one: **Bill Request** or **Resolution Request**

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

Yes **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.)*

TEK Systems, Inc. CE-15012 – Technologies is requesting an amendment be approved so TEK Systems can continue to provide On-Call Professional Services Support for DIA.

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
- **Phone:** 303-342-2020
- **Email:** Robert.Kastelitz@flydenver.com

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

The structure of this contract is for On-call professional Services specializing in the following areas of expertise; Analytic Services, Project Management Operations Systems, Cisco network engineering and technical support of the Avaya phone system. Because of the expertise needed to support the complex system, an increase in the contract value and term is requested. At present, the term of the contract is three (3) years with two (1) year options to extend. The current contract maximum liability is \$1,900,000 with a monthly expenditure of approximately \$90,000. An amendment for an extension in the contract term and value is needed to support the services TEK provides.

***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:** CE-15012
- b. Duration:** 4/27/2011 through 4/26/2016
- c. Location:** DIA
- d. Affected Council District:** **11**

To be completed by Mayor’s Legislative Team:

SIRE Tracking Number: _____

Date: _____

e. **Benefits:** Highly specialized critical consulting services.

f. **Costs:** \$4,060,000.00

<i>Current Contract Amount (A)</i>	<i>Additional Funds (B)</i>	<i>Total Contract Amount (A+B)</i>
\$1,900,000.00	\$2,160,000.00	\$4,060,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
4/27/2011 - 4/26/2014	two	4/26/2016

g. **Date Goals Assigned:** N/A

h. **Goals:** N/A

7. **Is there any controversy surrounding this ordinance?** (*Groups or individuals who may have concerns about it?*) **Please explain.** N/A

To be completed by Mayor's Legislative Team:

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Date: _____

Key Contract Terms

Vendor/Contractor Name: TEK System, Inc.

Contract control number: CE-15012

City's contract manager: **Kelan Pape**

Was this contractor selected by competitive process? **Yes** Was it the low bid? **No, RFP**

Term/Duration of contract/project: Three years plus two (1) year options to extend.

Renewal terms: The term of this Agreement may only be increased by amendment.

Purpose: The structure of this contract is for On-call professional Services specializing in the following areas of expertise; Analytic Services, Project Management Operations Systems, Cisco network engineering and technical support of the Avaya phone system. Because of the expertise needed to support the complex system, an increase in the contract value and term is requested.

Scope of services to be provided with performance bench marks: N/A

Cost/value: \$4,060,000.00

Source of funds: CIP & O&M

Benefit: Highly specialized critical consulting services.

Termination provision for City and for contractor: **The City has the right to terminate without cause on 30 days written notice, and with cause on 10 days written notice.**

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

Who are the subcontractors to this contract? N/A

Location: **DIA**

Affected Council District: **11**

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