

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at MileHighOrdinance@DenverGov.org by 9 a.m. Friday. Contact the Mayor's Legislative team with questions

Date of Request: October 31, 2024

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: Master Purchase Order

2. **Title:** Approves a master purchase order with SHI International Corp for \$8,500,000 and for one year with two one-year options to extend to provide Microsoft Enterprise Agreement licenses and support at Denver International Airport, in Council District 11 (SC-00009599).

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: Juan Lucero, SVP Business Technologies	Name: Kevin Forgett, State and Local Legislative Advisor
Email: Juan.Lucero@flydenver.com	Email: Kevin.Forgett@flydenver.com

5. **General description or background of proposed request. Attach executive summary if more space needed:** This master purchase order is for Microsoft Enterprise Agreement licenses and support at Denver International Airport. Denver International Airport is licensed to use the Microsoft 365 productivity platform. The subscription includes Microsoft Teams, Word, Excel, PowerPoint, Outlook, and OneDrive. This application is used by DEN divisions to manage their data processing requirements.

This request supports Denver International Airport's Vision 100: Maintaining What We Have. As the Airport continually expands its existing environment, to include additional staffing and computer services, appropriate subscription licenses are required to ensure Denver International Airport is compliant with its licensing agreements and meet the airport's needs for robust security, reliability and user productivity.

6. **City Attorney assigned to this request (if applicable):** Kevin Cain

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: Contract for Goods and Services over \$500K

Vendor/Contractor Name (including any dba's): SHI International Corp

Contract control number (legacy and new): SC-00009599

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): This is a 1-year with two 1-year extension options Master Purchase Order in the amount of \$8,500,000.

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>
\$8,500,000	N/A	\$8,500,000

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

Scope of work: Approves a master purchase order with SHI International Corp.in the amount of \$8,500,000 and through 02/01/2028 to provide Microsoft Enterprise Agreement licenses and support at Denver International Airport, in Council District 11 (SC-00009599).

Was this contractor selected by competitive process? No, **If not, why not?** This Purchase Order has been issued in accordance with Denver Revised Municipal Code (DRMC) Section DRMC 20-64.5 of the Revised Municipal Code. Cooperative Purchasing Bidding Exception. And is supported by National Association of State Procurement Officials (NASPO) ValuePoint, Software Value Added Reseller Agreement Administered by the State of State of Arizona with SHI International Corporation, Master Agreement No. CTR060028 And The State of Colorado Contract # 178271.

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

Source of funds: Operations and Maintenance (O&M) and/or Construction Improvement Project (CIP)

Is this contract subject to: W/MBE DBE SBE XO101 ACDBE N/A Does not apply in accordance with Denver Revised Municipal Code (DRMC) Section DRMC 20-64.5 of the Revised Municipal Code. Cooperative Purchasing Bidding Exception.

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): None

Who are the subcontractors to this contract? None

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Date Entered: _____