

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: 4/30/2013

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.)*

Denver International Airport is requesting approval for contract execution to the Furniture, Fixtures & Equipment (FF&E)/Operating, Supplies & Equipment (OS&E) The Parker Company, LLC in the amount of \$582,334.00 The Consultant shall fully coordinate all Furniture, Fixtures and Equipment (FF&E) and Operating, Supplies and Equipment (OS&E) purchases for the DIA Westin Hotel-201208377.

3. **Requesting Agency:** Department of Aviation – Airport Infrastructure Management (AIM)

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:** Dave LaPorte
- **Phone:** (303) 342-2269
- **Email:** Dave.LaPorte@flydenver.com

6. **General description of proposed ordinance including contract scope of work if applicable:** The Consultant shall fully coordinate all Furniture, Fixtures and Equipment (FF&E) and Operating, Supplies and Equipment (OS&E) purchases for the DIA Westin Hotel. The Consultant shall fully coordinate all Furniture, Fixtures and Equipment (FF&E) and Operating, Supplies and Equipment (OS&E) services under the Agreement with the Manager of Aviation (“Manager”) or, the Manager’s Designee. The Consultant agrees to perform its work under this Agreement in accordance with the operational requirements of Denver International Airport (DIA), and all work and movement of personnel or equipment on areas included within the DIA site shall be subject to the regulations and restrictions established by the City or its authorized agents.

****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:** 201208377
- b. **Duration:** 2 years
- c. **Location:** DIA
- d. **Affected Council District:** 11
- e. **Benefits:** The order of magnitude for purchasing this quantity of material will exceed General Services Purchasing’s resources to meet the project schedule
- f. **Costs:** \$582,334.00

To be completed by Mayor’s Legislative Team:

SIRE Tracking Number: _____

Date: _____

<i>Current Contract Amount</i> <i>(A)</i>	<i>Additional Funds</i> <i>(B)</i>	<i>Total Contract Amount</i> <i>(A+B)</i>
\$582,334.00	\$0	\$582,334.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
05/01/2013		12/01/2015

g. Date Goals Assigned: N/A

h. Goals: Contract Scope of Services does not fall under the Definition of Department of Small Business Opportunity's CEI (Construction Empowerment Initiative) Ordinance. Professional Services for design, construction or reconstruction are subject to the goals ordinance. Anything outside of these services, including professional services not related to construction are reviewed on a case-by-case basis. Professional Services not related to construction usually do not have assigned goals.

7. Is there any controversy surrounding this ordinance? (Groups or individuals who may have concerns about it?) Please explain. No

Furniture, Fixtures & Equipment / Operating, Supplies & Equipment (FF&E/OS&E), The Parker Company, LLC

To be completed by Mayor's Legislative Team:

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Date: _____

Key Contract Terms

Vendor/Contractor Name: The Parker Company, LLC

Contract control number: 201208377

City's contract manager: Reginald Norman

Was this contractor selected by competitive process? Was it the low bid? Yes and RFP was issued

Term/Duration of contract/project: 05/01/2013 to 12/01/2015

Renewal terms: No

Purpose: The Consultant shall fully coordinate all Furniture, Fixtures and Equipment (FF&E) and Operating, Supplies and Equipment (OS&E) purchases for the DIA Westin Hotel.

Scope of services to be provided with performance bench marks: The Consultant shall fully coordinate all Furniture, Fixtures and Equipment (FF&E) and Operating, Supplies and Equipment (OS&E) services under the Agreement with the Manager of Aviation ("Manager") or, the Manager's Designee. The Consultant agrees to perform its work under this Agreement in accordance with the operational requirements of Denver International Airport (DIA), and all work and movement of personnel or equipment on areas included within the DIA site shall be subject to the regulations and restrictions established by the City or its authorized agents.

There are no bench marks

Cost/value: \$582,334.00

Source of funds: Operating and Maintenance Fund or Capital Fund

Benefit: The order of magnitude for purchasing this quantity of material will exceed General Services Purchasing's resources to meet the project schedule

Termination provision for City and for contractor: The City has the right to terminate the Agreement with cause upon written notice effective immediately, and without cause upon twenty (20) days prior written notice to the Consultant. However, nothing gives the Consultant the right to perform services under the Agreement beyond the time when its services become unsatisfactory to the Manager.

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): These services are not subject to M/WBE goals.

Who are the subcontractors to this contract? N/A

Location: Denver International Airport (DIA) Westin Hotel – South Terminal Project

Affected Council District: 11

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