

# ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team  
at [MileHighOrdinance@DenverGov.org](mailto: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: September 9, 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.)

RTL Networks, Inc., CE-15008: This ordinance is a request for an amendment for additional funding and time to continue a service contract with RTL Networks, Inc.

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: This contract is for On-Call Technical Professional Services. Task/work orders for each contractor will be assigned with rate information and work or project description and associated duration. DIA reserves the right to review staff members and their resumes for each specific need and make recommendations for filling staffing requirements. The on-call work includes, but is not limited to, the stated systems and/or job descriptions in the following general categories: I. Analytic Services; II. Project Management Services; III. Operations Systems Design and Implementation; IV. Infrastructure Services; and V. Voice and Data Network Services. This second amendment is to increase the contract liability by \$400,000, and extend the contract term to March 22, 2016.

**\*\*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-15008
- b. Duration: 3/23/2011 to 3/22/2016
- c. Location: DIA
- d. Affected Council District: 11
- e. Benefits: Highly specialized critical technology services.
- f. Costs: \$800,000.00

Current Contract Amount (A)	Additional Funds (B)	Total Contract Amount (A+B)
\$400,000.00	\$400,000.00	\$800,000.00

Current Contract Term	Added Time	New Ending Date
3/23/2011 through 3/22/2014	2 years	3/22/2016

g. Date Goals Assigned: N/A

h. Goals: Contract Scope of Services does not fall under the Definition of Division of Small Business Opportunity 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. None

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: \_\_\_\_\_

Date: \_\_\_\_\_

## Key Contract Terms

Vendor/Contractor Name: RTL Networks, Inc.

Contract control number: CE-15008

City's contract manager: Kelan Pape

Was this contractor selected by competitive process? Yes, by RFP. Was it the low bid? N/A.

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

Renewal terms: The term of this Agreement is 3/23/2011 to 3/22/2016. The term of this Agreement may only be increased by amendment to this Agreement.

Purpose: This service agreement is On-call Technical Professional Services. Task/work orders for each contractor will be assigned with rate information and work or project description and associated duration. DIA reserves the right to review staff members and their resumes for each specific need and make recommendations for filling staffing needs. The on-call work includes, but is not limited to, the stated systems and/or job descriptions in the following general categories: I. Analytic Services; I. Project Management Services; III. Operations Systems Design and Implementation; IV. Infrastructure Services; and V. Voice and Data Network Services.

Scope of services to be provided with performance bench marks:

Cost/value: \$800,000.00

Source of funds: O&M and CIP

Benefit: Highly specialized critical technology services.

Termination provision for City and for contractor: 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): N/A

Who are the subcontractors to this contract? N/A

Location: DIA

Affected Council District: 11

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*To be completed by Mayor's Legislative Team:*

SIRE Tracking Number: \_\_\_\_\_

Date: \_\_\_\_\_