

ORDINANCE/RESOLUTION REQUEST

All Fields must be completed

Incomplete request forms will be returned to sender which may cause a delay in processing.

Date of Request: July 12, 2021

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 amendment for time extension only for CBRE, Inc., for On-Call Real Estate Services, Contract No. 202159218 (Alfresco Contract No. 201840410).

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	Name: Carolina Flores
Email: Ken.Cope@flydenver.com	Email: carolina.flores@flydenver.com

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

This request is for an amendment to the current real estate advisory services contract between CBRE, Inc. (CBRE) and Denver International Airport (DEN). Through this amendment, DEN Real Estate will extend the current term of the contract for two (2) years based on the extension language contained in the original contract. This will be a term only extension with no scope of work changes and no increase to the maximum contract liability. The current remaining contract liability of \$2,500,000 will cover the provided services over the two-year period.

6. City Attorney assigned to this request (if applicable): David Steinberger

7. City Council District: City Council 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: RR21 0799

Date Entered: _____

Key Contract Terms

Type of Contract: Professional Services

Vendor/Contractor Name: CBRE, Inc.

Contract control number: 202159218

Location: Denver International Airport

Is this a new contract? Yes No **Is this an Amendment?** Yes No **If yes, how many?** 1

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):

Existing term – 06/20/2018 – 06/19/2021

Amendment requested – 06/19/2021 – 06/19/2023

Contract Amount (indicate existing amount, amended amount and new contract total):

<i>Current Contract Amount (A)</i>	<i>Additional Funds (B)</i>	<i>Total Contract Amount (A+B)</i>
\$4,500,000.00	N/A	\$4,500,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
06/20/2018 – 06/19/2021	2 years	06/19/2023

Scope of work:

This request is for an amendment to the current real estate advisory services contract between CBRE, Inc. (CBRE) and Denver International Airport (DEN). Through this amendment, DEN Real Estate will extend the current term of the contract for two (2) years based on the extension language contained in the original contract. This will be a term only extension with no scope of work changes and no increase to the maximum contract liability. The current remaining contract liability of \$2,500,000 will cover the provided services over the two-year period.

Was this contractor selected by competitive process? No **If not, why not?** This procurement qualifies for the continuity of service exception under Memorandum No. 8B and will not be competitively procured. This will be a term only extension with no scope of work changes and no increase to the maximum contract liability. The current remaining contract liability of \$2,500,000 will cover the provided services over the two-year period.

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

Source of funds:

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

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

Who are the subcontractors to this contract? N/A

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