

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: April 11, 2024

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: (Start with *approves, amends, dedicates*, etc., include name of company or contractor and indicate the type of request: grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.)

Approves an intergovernmental agreement with the Colorado Department of Transportation (CDOT) for \$800,000 and an end date of 6-30-2027 for the design, purchase, and construction of new information booths located in all three concourses and the Great Hall at Denver International Airport (DEN) in Council District 11 (PLANE-202473249).

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: Brandon Gainey, SVP, Design, Engineering, and Construction	Name: Kevin Forgett, Manager of Legislative Affairs
Email: brandon.gainey@flydenver.com	Email: Kevin.Forgett@flydenver.com

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

This resolution is to approve the use of grant funds awarded from CDOT to DEN for the use in procuring and installing (5) new Customer Service Booths in all three concourses and the Great Hall at DEN. The new information booths will meet the functional requirements set by DEN Customer Service including storage, technology, and with aesthetics that align with the DEN vision, brand, philosophy, and design principles, as well as meet all current design and all ADA accessibility standards. This solution will allow for better customer service for passengers at DEN.

Funding DEN CIP Match = \$200,000 & CDOT Grant = \$800,000.

6. City Attorney assigned to this request (if applicable): Deb Overn

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: (e.g., Professional Services > \$500K; IGA/Grant Agreement; Sale or Lease of Real Property):

Vendor/Contractor Name (including any dba's): Colorado Department of Transportation (CDOT)

Contract control number: PLANE-202473249

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): Through 6/30/2027

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

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$800,000	N/A	\$800,000.

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
Through 6/30/2027	N/A	Through 6/30/2027

Scope of work:

The Project consists of replacing the Concourse Passenger Information Booths with new ADA Compliant Information desks. That is (1) per Concourse, totaling 3 new sets on the concourses. The Grant also funds (2) new information booths for the Great Hall Renovations. All of the Passenger Information Booths will be equipped with the latest in technology.

Funding Sources: DEN CIP = \$200,000 & CDOT Grant = \$800,000. These funds should be just enough to cover the management of supplying, and installing (5) customer information booths with the demo of three concourse info booths, installing all 5 booths, and reconfiguration of power and data.

Was this contractor selected by competitive process? N/A **If not, why not?** Grant

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

Source of funds: State Grant and DEN Capital Improvement Plan (CIP)

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

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): DEN will be using On Call General Contractors to do the install and re-configuration of the electrical, floor repairs, and install units. DEN On Call Contractors have a MWBE Goal of 25%.

Who are the subcontractors to this contract? TBD

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