

## 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: August 20, 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:**

Denver International Airport is requesting approval for the contract execution of the Avaya, Inc. 201206342 contract. This Sole Source agreement is to provide maintenance support for hardware and software of the proprietary Avaya Communication Manager telephone system.

**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](mailto: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](mailto:Robert.Kastelitz@flydenver.com)

**6. General description of proposed ordinance including contract scope of work if applicable:**

Avaya, Inc. will maintain all hardware and software Airport-owned Avaya Communication Manager telephone system. Around-the-clock coverage for all maintenance items identified herein, seven days per week, 24 hours per day, including all holidays for the term of the contract. Assign primary and secondary technicians who are thoroughly knowledgeable of the DIA system and able to provide continuity of support during normal business hours throughout the term of this contract. A 24-hour telephone Help Line service which provides quick answers to both general and specific production and feature/function of questions for all Avaya products employed onsite at DIA.

**\*\*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:** 201206342
- b. **Duration:** 3 years
- c. **Location:** DIA

To be completed by Mayor's Legislative Team:

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

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

- d. **Affected Council District: 11**
- e. **Benefits:** Maintains a proprietary system land line telephones used by DIA
- f. **Costs:** \$1,000,000.00

<i>Current Contract Amount (A)</i>	<i>Additional Funds (B)</i>	<i>Total Contract Amount (A+B)</i>
\$1,000,000.00		\$1,000,000.00
<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
11/01/2013 to 11/30/2016		

g. **Date Goals Assigned: N/A**

h. **Goals: N/A**

7. **Is there any controversy surrounding this ordinance?** (*Groups or individuals who may have concerns about it?*) **Please explain.**

None

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

## Key Contract Terms

Vendor/Contractor Name: Avaya, Inc.

Contract control number: 201206342

City's contract manager: **Kelan Pape**

Was this contractor selected by competitive process? Sole Source Was it the low bid? N/A

Term/Duration of contract/project: 3 years

Renewal terms: The term of this agreement may only be increased by amendment

Purpose: Avaya, Inc. will maintain all hardware and software Airport-owned Avaya Communication Manager telephone system. Around-the-clock coverage for all maintenance items identified herein, seven days per week, 24 hours per day, including all holidays for the term of the contract. Assign primary and secondary technicians who are thoroughly knowledgeable of the DIA system and able to provide continuity of support during normal business hours throughout the term of this contract. A 24-hour telephone Help Line service which provides quick answers to both general and specific production and feature/function of questions for all Avaya products employed onsite at DIA.

Scope of services to be provided with performance bench marks: N/A

Cost/value: \$1,000,000.00

Source of funds: O&M

Benefit: Maintains a proprietary system land line telephones used by DIA

Termination provision for City and for contractor: **The 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):

Who are the subcontractors to this contract? N/A

Location: **DIA**

Affected Council District: **11**

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