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: March 20, 2025

Please mark one: ☐ **Bill Request** **or** ☒ **Resolution Request**

Please mark one: The request directly impacts developments, projects, contracts, resolutions, or bills that involve property and impact within .5 miles of the South Platte River from Denver's northern to southern boundary? (Check map HERE)

☐ **Yes** ☒ **No**

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 with Apex Systems, LLC DBA GlideFast Consulting for $10,921,496.00 and for three years with one two-year extension for ServiceNow professional services and license procurement at Denver International Airport in Council District 11 (PLANE-202474761).

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: Juan Lucero, SVP Business Technologies	Name: Kevin Forgett, State and Local Legislative Advisor
Email: Juan.lucero@flydenver.com	Email: Kevin.Forgett@flydenver.com

5. General description or background of proposed request. Attach executive summary if more space needed:
(who, what, why)

Denver International Airport (DEN) Business Technologies Service Management Platform is ServiceNow. The application is used by all DEN organizational units to request IT services. The Business Technologies department manages all levels of IT service management, incident, change, request, problem along with the management of Vendor Risk Management, Asset Management, and GRC functions for critical infrastructure and functions at the DEN. The project scope is comprised of software license acquisition, support services, professional services, and training services for the ServiceNow platform. This contract will ensure our platform will remain reliable, performant, and drive innovation, which are key components of the Vision 100 pillar, maintaining what we have.

6. City Attorney assigned to this request (if applicable): Kevin Cain

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: _____

Revised 7-15-2024

Key Contract Terms

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

Vendor/Contractor Name (including any dba's):   Apex Systems, LLC DBA GlideFast Consulting

Contract control number (legacy and new): PLANE-202474761

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 <u>existing</u> term dates and <u>amended</u> dates): 3 years plus one 2-year option to extend

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

Current Contract Amount *(A)*	*Additional Funds* *(B)*	*Total Contract Amount* *(A+B)*
$10,921,496.00	N/A	$10,921,496.00

Current Contract Term	*Added Time*	*New Ending Date*
DOE, 3-year term plus one two-year extension option	N/A	DOE, 3-year term plus one two-year extension option

Scope of work:

Denver International Airport (DEN) Business Technologies Service Management Platform is ServiceNow. The application is used by all DEN organizational units to request IT services. The Business Technologies department manages all levels of IT service management, incident, change, request, problem along with the management of Vendor Risk Management, Asset Management, and GRC functions for critical infrastructure and functions at the DEN. The project scope is comprised of software license acquisition, support services, professional services, and training services for the ServiceNow platform.

Was this contractor selected by competitive process?   Yes   **If not, why not?**

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

Source of funds: Operations and Maintenance (O&M) and Construction Improvement Project (CIP)

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

To be completed by Mayor's Legislative Team:

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