

**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: 4-17-2023

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 DHL Express (USA), Inc., contract execution for Use and Cargo Facilities Lease Agreement, Contract No. PLANE-202265979.

**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: George Karayiannakis	Name: Carolina Flores
Email: <a href="mailto:George.Karayiannakis@flydenver.com">George.Karayiannakis@flydenver.com</a>	Email: <a href="mailto:Carolina.Flores@flydenver.com">Carolina.Flores@flydenver.com</a>

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

This request is for a use and cargo facilities lease agreement between DHL Express (USA), Inc. (DHL) and Denver International Airport (DEN). DHL is a cargo operator at DEN. They will continue to lease a cargo building to support their operations. The leased area includes 37,375 sq. ft. of building space and 258,499 sq. ft. of ground space, including 3 narrow body/wide body cargo aircraft parking positions. Airline Rates and Charges apply

**6. City Attorney assigned to this request (if applicable):** Ema Medic

**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:** Lease of Real Property

**Vendor/Contractor Name:** DHL Express (USA) Inc.

**Contract control number:** PLANE-202265979

**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):** 03/01/2023 to 02/29/2028 – 5 Years

**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)
Rates & Charges	N/A	N/A

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
03/01/2023 to 02/29/2028	N/A	N/A

**Scope of work:**

This request is for a use and cargo facilities lease agreement between DHL Express (USA), Inc. (DHL) and Denver International Airport (DEN). DHL is a cargo operator at DEN. They will continue to lease a cargo building to support their operations. The leased area includes 37,375 sq. ft. of building space and 258,499 sq. ft. of ground space, including 3 narrow body/wide body cargo aircraft parking positions. Airline Rates and Charges apply.

**Was this contractor selected by competitive process?** No **If not, why not?** This procurement qualifies for the situation where competition does not exist exception under Memorandum No. 8B and will not be competitively procured.

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

**Source of funds:** Revenue

**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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