

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: 6/16/2015

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: Volaris Guadalajara Air Service Development Incentive, 201521399-00 contract execution

3. Requesting Agency: Department of Aviation

4. Contact Person: (With actual knowledge of proposed ordinance/resolution.)

- Name: Laura Jackson
- Phone: (303) 342-2282
- Email: [Laura.Jackson@flydenver.com](mailto:Laura.Jackson@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: Amy Raaz
- Phone: (303) 342-2201
- Email: [Aaron.Barraza@flydenver.com](mailto:Aaron.Barraza@flydenver.com)

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

Volaris qualifies for an air service incentive for their new flights to Guadalajara which were initiated on July 7, 2014. Volaris has chosen the operational incentive which will refund landing fees and international passenger fees for the first two years of the Denver-Guadalajara service.

*\*\*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: 201521399-00
- b. Duration: 2 Years
- c. Location: DIA
- d. Affected Council District: 11
- e. Benefits: This agreement supports DIA’s air service incentive program, which encourages airlines to offer routes to new destinations from Denver.
- f. Costs: Estimated costs are up to \$1,000,000. As this is a fee refund incentive the actual cost will be determined by the actual frequency of operation and passenger volumes.

<i>Current Contract Amount</i> <i>(A)</i>	<i>Additional Funds</i> <i>(B)</i>	<i>Total Contract Amount</i> <i>(A+B)</i>
\$1,000,000.00	\$0.00	\$1,000,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
07/07/14	N/A	07/06/16

- g. Date Goals Assigned: N/A
- h. Goals: N/A

To be completed by Mayor’s Legislative Team:

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

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

7. **Is there any controversy surrounding this ordinance?** (*Groups or individuals who may have concerns about it?*) **Please explain.** There are no known controversies. This is a service incentive that is offered to all airlines.

### Key Contract Terms

Vendor/Contractor Name: Volaris

Contract control number: 201521399-00

City's contract manager: Laura Jackson

Was this contractor selected by competitive process? Was it the low bid? No. This is an incentive offered to all airlines that operate at DIA.

Term/Duration of contract/project: 07/07/14 – 07/06/16

Renewal terms: N/A

Purpose: Air Service Development

Scope of services to be provided with performance bench marks: Maintain the Denver-Guadalajara route for the duration of the contract. Volaris will be refunded for landing fees and international passenger fees over the first two years of Denver-Guadalajara service. As this is a fee refund incentive the actual cost will be determined by the actual frequency of operation and passenger volumes.

Cost/value: \$1,000,000.00

Source of funds: Airport Capital Improvement Program (CIP)

Benefit: Supports the Air Service Incentive program offered to airlines operating out of DIA.

Termination provision for City and for contractor: N/A

WBE/MBE/DBE commitments (construction, design, Airport concession contracts):  
Who are the subcontractors to this contract? N/A

Location: Denver International Airport

Affected Council District: 11

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