

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: 3/12/2018

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: WestJet, an Alberta Partnership’s Airport Use and Lease Agreement (201839274)

3. Requesting Agency: Department of Aviation

4. Contact Person:

- **Name:** Rachel Marion
- **Phone:** (303) 349-9839
- **Email:** rachel.marion@flydenver.com

5. Contact Person:

- **Name:** **George Karayiannakis**
- **Phone:** (303) 342-2418
- **Email:** george.karayiannakis@flydenver.com

6. General description of proposed ordinance including contract scope of work if applicable: WestJet, an Alberta Partnership, will begin service between DEN and Calgary (YYC) on 3/8/2018. This is an agreement between WestJet and DEN for signatory rates on that service, plus 287.3 sq. ft. of office space in the Main Terminal, together generating approximately \$575,000.00 annually.

- a. **Contract Control Number:** 201839274
- b. **Duration:** 3/8/2018 – 12/31/2018 (10 months)
- c. **Location:** DEN
- d. **Affected Council District:** 11
- e. **Benefits:** Revenue to City, additional International travel destination for DEN passengers
- f. **Costs:** N/A

<i>Current Contract Amount</i>	<i>Additional Funds</i>	<i>Total Contract Amount</i>
<i>(A)</i>	<i>(B)</i>	<i>(A+B)</i>
\$575,000.00 annually	N/A	\$575,000.00 annually

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
3/8/2018 – 12/31/2018	N/A	N/A

- 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.

To be completed by Mayor’s Legislative Team:

SIRE Tracking Number: RR18 0293

Date: _____

Key Contract Terms

Type of Contract:

- Professional Services > \$500K Lease Design or Construction for airport improvements > \$5M
 Grant IGA Sale of Real Property Sale of Personal Property

Vendor/Contractor Name: WestJet, an Alberta Partnership

Contract control number: 201839274

City's contract manager: Harrison Earl

Was this contractor selected by competitive process? No

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

Term/Duration of contract/project: 3/8/2018 – 12/31/2018 (10 months)

Is this a new contract? Yes No Is this an Amendment? Yes No If yes, how many? _____

Renewal terms: N/A

Purpose: WestJet, an Alberta Partnership is an airline that will operate at DEN starting on 3/8/2018. This Use and Lease agreement will reflect their leased space in the Main Terminal and their signatory status at DEN.

Cost/value: Revenue to the City in the amount of approximately \$575,000.00 annually, determined by Rates and Charges

Source of funds: Revenue

Benefit:

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

Location: DEN

Affected Council District: 11

To be completed by Mayor's Legislative Team:

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Date: _____