

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor’s Legislative Team at 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: 12/11/2013

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:** This is to execute an Airport Use and Cargo Facilities Lease Agreement for Air Transport International, Inc., Contract Control Number 201310733.

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

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:** John Ackerman
- **Phone:** (303) 342-2568
- **Email:** John.Ackerman@flydenver.com

6. **General description of proposed ordinance including contract scope of work if applicable:** This is to amend DHL’s Agreement to change a ramp aircraft parking position to the area actually being used. This Amendment does not change the term of the Lease. This is a revenue contract.

***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:** 201310733
- b. **Duration:** 4 years
- c. **Location:** DIA
- d. **Affected Council District:** 11
- e. **Benefits:**
- f. **Costs:** Revenue Contract

<i>Current Contract Amount (A)</i>	<i>Additional Funds (B)</i>	<i>Total Contract Amount (A+B)</i>
Rates & Charges	N/A	Rates & Charges

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
01/01/2013 – 12/31/2016		

- 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.** No controversy.

To be completed by Mayor’s Legislative Team:

SIRE Tracking Number: _____

Date: _____

Key Contract Terms

Vendor/Contractor Name: Air Transport International, Inc.

Contract control number: 201310733

City's contract manager: Amy Raaz

Was this contractor selected by competitive process? No. Was it the low bid? N/A Air Transport International is an affiliated airline with DHL, providing air cargo services. They will get Signatory landing fee rates and use DHL's leased facilities.

Term/Duration of contract/project: 01/01/2013 through 12/31/2016

Renewal terms: None

Purpose: To support Air Transport International's air cargo flight operations at DIA.

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

Cost/value: Rates & Charges

Source of funds: Revenue Agreement

Benefit: Supports Air Transport International's air cargo operation at DIA; revenue to the City.

Termination provision for City and for contractor: No

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

Location: DHL Cargo ramp area

Affected Council District: 11

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____