

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: 8/13/2013

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:** Denver International Airport requests contract execution of a Cargo Support Facilities Lease Agreement for Air General, Inc., Contract Control Number #201310728, which will support Air General's cargo handling operation.

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 contract is for a renewal of Air General's lease in the Joint Use Cargo Building of 12,525 sq. ft of building space and 29,308 sq. ft. of ground space. Air General is the cargo handler for British Airways. 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:** 201310728
- b. **Duration:** 4 years
- c. **Location:** DIA
- d. **Affected Council District:** 11
- e. **Benefits:**
- f. **Costs:** Revenue

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$ 177,000 Annually		\$177,000 Annually

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
1/1/2013 – 12/31/2016		

- 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.** No controversy.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____

Key Contract Terms

Vendor/Contractor Name: Air General, Inc.

Contract control number: 201310728

City's contract manager: Amy Raaz

Was this contractor selected by competitive process? No. Was it the low bid? N/A Air General is the cargo handler for British Airways (BA). BA has asked the City to lease space directly to Air General.

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

Renewal terms: None

Purpose: To support Air General's cargo handling operation.

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

Cost/value: Revenue of \$177,000 Annually

Source of funds: Revenue Agreement

Benefit: Supports Air General's 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: Joint Use Cargo Building

Affected Council District: 11

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____