

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: 3/12/2013

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:** (Include a concise, one sentence description – please include name of company or contractor and contract control number - that clearly indicates the type of request: grant acceptance, contract execution, amendment, municipal code change, supplemental request, etc.) : Public Service Credit Union, PLANE-201207893-00, new 3-year Agreement for the credit union Branch as part of the concession Terminal Stabilization in exchange for renovation of concession location in amount of at least \$225,000.

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, Deputy Manager of Aviation, Commercial
- **Phone:** (303) 342-2568
- **Email:** John.Ackerman@flydenver.com

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

****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.): Public Service Credit Union will invest at least \$225,000 in renovation the credit union Branch location on Level 6 West of the Jeppesen Terminal. Upgrades will include new carpeting, paint, lighting and possibly building a wall and installation of to two self-service cash recycling machines for 24/7 access by customers. The cash recycling machines will be installed as soon as the technology for these machines if fine-tuned – anticipated to be ready in winter of 2013.

a. **Contract Control Number:** PLANE – 201207893-00

b. **Duration:** 3-year term (January 1, 2013 – December 31, 2015)

c. **Location:** DIA, Jeppesen Terminal, Level 6 West

d. **Affected Council District:** 11

e. **Benefits:** Provide continuity of service to the public and credit union customers during construction of the South Terminal project, and possible redesign of the Jeppesen Terminal.

f. **Costs:** Concession investment of \$225,000; MAG: The greater of \$18,652 annually or 4% of gross revenues except for ATM surcharge = 41%; Minimum Monthly Guarantee = \$1,554.33; Performance Surety: \$9,326.

<i>Current Contract Amount</i>	<i>Additional Funds</i>	<i>Total Contract Amount</i>
<i>(A)</i>	<i>(B)</i>	<i>(A+B)</i>
\$18,652 Annually	\$0	\$18,652 Annually

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
01/01/2013	0	12/31/2015

To be completed by Mayor’s Legislative Team:

SIRE Tracking Number: _____

Date: _____

g. Date Goals Assigned: 8/29/2012

h. Goals: 1.2% ACDBE goal

7. Is there any controversy surrounding this ordinance? (Groups or individuals who may have concerns about it?) Please explain.

No.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____

Key Contract Terms

Vendor/Contractor Name: Public Service Credit Union

Contract control number: PLANE-201207893-00

City's contract manager: Susan H. Moore

Was this contractor selected by competitive process? No. Direct Negotiation. Was it the low bid? Revenue Agreement

Term/Duration of contract/project: 3 years; (January 1, 2013 – December 31, 2015)

Renewal terms: Investment of at least \$225,000 in renovation of the Branch space on Level 6 West of the Jeppesen Terminal in return for a 3-year agreement.

Purpose: Upgrade of concession space and services during Terminal Stabilization

Scope of services to be provided with performance bench marks: Public Service Credit Union will invest at least \$225,000 in renovation the credit union Branch location on Level 6 West of the Jeppesen Terminal. Upgrades will include new carpeting, paint, lighting and possibly building a wall and installation of to two self-service cash recycling machines for 24/7 access by customers. The cash recycling machines will be installed as soon as the technology for these machines is fine-tuned – anticipated to be ready in winter/spring of 2013.

Cost/value: \$225,000 investment

Source of funds: N/A – Revenue Agreement

Benefit: Continuity of services to the traveling public in an upgraded space and 24/7 banking services access.

Termination provision for City and for contractor: None. Agreement terminates at end of term.

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): 1.2% ACDBE goal; WBE/MBE/DBE goal not yet determined.

Who are the subcontractors to this contract? Rogue Architecture, Inc. M/WBE, SBE certified

Location: DIA, Jeppesen Terminal, Level 6 West

Affected Council District: 11

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____