

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at MileHighOrdinance@DenverGov.org by **9 a.m. Friday**. Contact the Mayor's Legislative team with questions

Date of Request: November 22, 2023

Please mark one: Bill Request or Resolution Request

1. Type of Request:

- Contract/Grant Agreement Intergovernmental Agreement (IGA) Rezoning/Text Amendment
 Dedication/Vacation Appropriation/Supplemental DRMC Change
 Other:

2. **Title:** (Start with *approves, amends, dedicates*, etc., include name of company or contractor and indicate the type of request: grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.)

Approves a lease with Aero Snow Removal (CO) LLC for rates and charges and for one year with an end date of 08/01/24 with two one-year options to extend to lease ground space for snow removal operations for United Airlines at Denver International Airport (PLANE-202370432).

3. **Requesting Agency:** Department of Aviation

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)	Contact person for council members or mayor-council
Name: George Karayiannakis, SVP of Airline and Commercial Affairs	Name: Kevin Forgett, Manager of Legislative Affairs
Email: George.Karayiannakis@flydenver.com	Email: Kevin.Forgett@flydenver.com

5. General description or background of proposed request. Attach executive summary if more space needed:

This request is for a non-competitive lease agreement between Aero Snow Removal LLC (Aero Snow) and Denver International Airport (DEN). Aero Snow is a snow removal contractor for United Airlines. Aero Snow plans to lease approximately 21,000 sq. ft. of ground space for a trailer and equipment parking. The lease term will be for one year with 2 one-year lease extension options; contingent on Aero Snow having a contract with United.

6. **City Attorney assigned to this request (if applicable):** David Steinberger

7. **City Council District:** District 11

8. ****For all contracts, fill out and submit accompanying Key Contract Terms worksheet****

Key Contract Terms

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

Type of Contract: Lease of Real Property

Vendor/Contractor Name (including any dba's): Aero Snow Removal (CO) LLC

Contract control number (legacy and new): PLANE-202370432

Location: Denver International Airport

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

Contract Term/Duration (for amended contracts, include existing term dates and amended dates): 8/1/2023 – 8/1/2024, plus two one-year options to extend.

Contract Amount (indicate existing amount, amended amount and new contract total):

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

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
08/01/2023 – 08/01/2024	N/A	N/A

Scope of work: This request is for a non-competitive lease agreement between Aero Snow Removal LLC (Aero Snow) and Denver International Airport (DEN). Aero Snow is a snow removal contractor for United Airlines. Aero Snow plans to lease approximately 21,000 sq. ft. of ground space for a trailer and equipment parking. The lease term will be for one year with 2 one-year lease extension options; contingent on Aero Snow having a contract with United.

Airline rates and charges are established on “cost recovery” concepts whereby the annual cost of operating DEN forms the basis for the rate, fee, or charge assessed to the airlines. The Airport recalculates airline rates and charges each year based on its operating budget, debt service, amortization and projected aviation activity levels and reconciled at year-end based on actuals “true-up.” The airline/airport use and lease agreement specifies the types of costs that are used to calculate airline rates and charges. Examples of rates and charges include landing fee (fee for every time a plane lands on the runway), Terminal Complex rental rate (Per square foot rate to lease space in the Terminal (e.g., office, holdroom, ticketing)), concourse ramp, fee to recover the cost of leasing the ramp area associated with a gate, Automatic Guideway Transportation System (Passenger fee to use the train system between the terminal and concourses).”

Was this contractor selected by competitive process? No **If not, why not?** United Airlines contractor - this procurement qualifies for exception under Memorandum No. 8B and will not be competitively procured.

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

Source of funds: Revenue

Is this contract subject to: W/MBE DBE SBE XO101 ACDBE N/A

To be completed by Mayor's Legislative Team:

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Date Entered: _____

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): N/A - United Airlines contractor - this procurement qualifies for exception under Memorandum No. 8B.

Who are the subcontractors to this contract? N/A

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