

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: 7/22/2014

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.) First Amendment to Airport Cargo Facilities Lease Agreement, PLANE-201310728, between Air General, Inc. and the City & County of Denver to add an additional 4,252.2 sq. ft. to its location in the Joint Use Cargo Building and an additional 12,684.5 sq. ft. to its ground space.

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:**

Air General, Inc. will be increasing its space in the Joint Use Cargo Building at DIA by an additional 4,252.2 sq. ft. and adding 12,684.5 sq. ft. to the ground space in order to service a new cargo handling contract with Lufthansa Airlines.

****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:** PLANE-201310728-01
- b. **Duration:** 4 years
- c. **Location:** DIA – Joint Use Cargo Building
- d. **Affected Council District:** 11
- e. **Benefits:** This provides additional space to Air General to handle airline cargo.
- f. **Costs:** N/A - Revenue Contract

<i>Current Contract Amount</i>	<i>Additional Funds</i>	<i>Total Contract Amount</i>
<i>(A)</i>	<i>(B)</i>	<i>(A+B)</i>
\$200,000	\$90,000	\$290,000

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

g. **Date Goals Assigned:** N/A

h. **Goals:** This contract does not require any construction to be performed on City Property – thus no goals have been requested.

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: PLANE-201310728-01

City's contract manager: Susan E. Moore

Was this contractor selected by competitive process? No Was it the low bid? N/A

Term/Duration of contract/project: 4 years (1/1/2013 – 12/31/2016)

Renewal terms: none

Purpose: Add space to Air General's lease to accommodate increased cargo handling business

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

Cost/value: \$290,000 in revenues to City

Source of funds: N/A

Benefit: Revenues to City; Accommodate Air General's space needs

Termination provision for City and for contractor: N/A

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): N/A

Who are the subcontractors to this contract? N/A

Location: DIA Joint Use Cargo Building

Affected Council District: 11

To be completed by Mayor's Legislative Team:

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