

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: 9/15/2015

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: Please execute an Airport Use and Facilities Lease Agreement for Boutique Air, Inc., PLANE 201523209

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: Mookie Patel, Senior Vice President Propeties
- Phone: (303) 342-2501
- Email: Mookie.Patel@flydenver.com

6. General description of proposed ordinance including contract scope of work if applicable: Boutique Air provides Essential Air Service flights from Denver to Chadron and Alliance, Nebraska, operating from the Concourse A Commuter facility. Boutique air will lease 116 sq. ft. of ticket counter space in the Terminal and a 130.1 sq. ft. office in Concourse A to support their operation. Boutique will start out as a non-signatory airline. When they meet the signatory requirements in Rules and Regulations, signatory rates will begin (5 scheduled flights per day or lease a minimum of 500 sq. ft.).

***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 201523209
- b. Duration: 1 year, 6 months
- c. Location: DIA
- d. Affected Council District: 11
- e. Benefits: Resumes flights to destinations that lost service in March, 2015.
- f. Costs: Revenue to City

| <i>Current Contract Amount</i> (A) | <i>Additional Funds</i> (B) | <i>Total Contract Amount</i> (A+B) |
|---------------------------------------|--------------------------------|---------------------------------------|
| \$219,000 annually | | \$219,000 annually |

| <i>Current Contract Term</i> | <i>Added Time</i> | <i>New Ending Date</i> |
|------------------------------|-------------------|------------------------|
| 7/1/2015 – 12/31/2016 | N/A | |

- 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

Type of Contract:

Professional Services > \$500K Lease Design or Construction for airport improvements > \$5M

Grant IGA Sale of Real Property Sale of Personal Property

Vendor/Contractor Name: Boutique Air, Inc

Contract control number: PLANE 201523209

City's contract manager: Mookie Patel, Senior Vice President Properties

Was this contractor selected by competitive process? No

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

Term/Duration of contract/project:

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

Renewal terms: N/A

Purpose: Boutique Air is an airline providing services at Denver International Airport

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

Cost/value: \$219,000 annually, based on 2015 Rates and Charges

Source of funds: Revenue to City

Benefit: Resumes flights to destinations that lost service in March, 2015.

Termination provision for City and for contractor:

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

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

Who are the subcontractors to this contract? N/A

Location: Denver International Airport

Affected Council District: 11

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____