

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: 7/8/2014

Please mark one: [X] Bill Request or [] Resolution Request

1. Has your agency submitted this request in the last 12 months?

[] Yes [X] No

If yes, please explain:

2. Title: MorphoTrust USA, LLC (PLANE-201415821-00) Office Space Lease

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:

MorphoTrust USA, LLC, is a contractor providing a screening and background check service to enroll the public into TSA's Pre Check program. MorphoTrust USA, LLC, will remodel the current space into an office area. They will use the office space to meet and register customers in the TSA's Pre Check program. TSA has requested that the City lease space directly to MorphoTrust USA, LLC.

- a. Contract Control Number: PLANE-201415821-00
b. Duration: 1 year
c. Location: DIA
d. Affected Council District: 11
e. Benefits: This service will provide better customer service to the traveling public.
f. Costs: Revenue to the City

Table with 3 columns: Current Contract Amount (A), Additional Funds (B), Total Contract Amount (A+B). Rows show \$33,030.00 Annually and 07/01/2014 - 06/30/2015.

- g. Date Goals Assigned: N/A
h. Goals: TBD

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: MorphoTrust USA, LLC

Contract control number: PLANE-201415821-00

City's contract manager: Celena Martinez

Was this contractor selected by competitive process? Was it the low bid? N/A

Term/Duration of contract/project: 07/01/2014 – 06/30/2015

Renewal terms: None

Purpose: Registering travelers in the TSA's Pre Check program

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

Cost/value: \$33,030.00 annually

Source of funds: N/A

Benefit: This service will provide better customer service to the traveling public.

Termination provision for City and for contractor: Yes. (30-day notice by City; 90 days prior notice by contractor.)

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

Who are the subcontractors to this contract? TDB

Location: DIA Jeppesen Terminal, Level 5

Affected Council District: 11

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____