

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: September 14, 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: Amends the Office Facilities and Ground Lease Agreement between Premisys Support Group, Inc. (Premisys) and Denver International Airport (DEN) to revise the leased premises within the agreement to reflect a recent relocation of Premisys' use area.

3. Requesting Agency: Department of Aviation

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Amy Edinger, SVP Commercial Business	Name: Rita Aguilar, Rachel Gruber, Barry Burch Jr.
Email: Amy.Edinger@flydenver.com	Email: Rita.Aguilar@flydenver.com Rachel.Gruber@flydenver.com Barry.Burch@flydenver.com

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

Denver International Airport (DEN) Real Estate is working to remove long term trailer facilities on the far east end of the South Campus area of DEN. This area is being prepared for possible future cargo developments. Premisys Support Group, Inc. (Premisys Support Group) leases space from DEN for their mobile office trailers and have recently relocated to a new office trailer area in the west end of the South Campus. This Amendment will update the lease exhibit to reflect the increase in the land area leased by Premisys Support Group and relocation. The lease term of the contract has not changed, only the leased premises size and, therefore, the rent owed DEN.

Premisys Support Group is an on-call inside/outside telecom infrastructure services provider under contract with DEN through PLANE-202157614. Under direction from DEN, Premisys Support Group helps change and/or improve the telecommunications physical plant at DEN to support airport, airline and other tenant needs.

6. City Attorney assigned to this request (if applicable): Jacob Garner

7. City Council District: District 11

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

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

Key Contract Terms

Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property): Lease of Real Property

Vendor/Contractor Name: Premisys Support Group, Inc.

Contract control number: PLANE-202369158 / Original Contract: PLANE-202262571

Location: Denver International Airport

Is this a new contract? Yes No **Is this an Amendment?** Yes No **If yes, how many?** 1

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):

Existing Term: 1/31/2023 – 1/30/2025, plus 3 optional one-year extensions

Amended Term: 1/31/2023 – 1/30/2025, plus 3 optional one-year extensions

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	Revenue

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
1/31/2023 – 1/30/2025, plus 3 optional one-year extensions	N/A	No Change

Scope of work:

Premisys Support Group, Inc. leases space from DEN for their mobile office trailers and have recently relocated to a new office trailer area in the west end of the South Campus. This Amendment will update the lease exhibit to reflect the increase in the land area leased by Premisys Support Group.

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?** This procurement qualifies for the continuity of service exception under Memorandum No. 8B and will not be competitively procured.

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

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Date Entered: _____

Source of funds: Revenue

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

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): DSBO Ordinance Sections 28-31 and 28-32 only make ordinance applicable to "City construction, professional design and construction services, and DEN concession contracting." Thus, this contract has no goals and there are no subcontractors on this lease.

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