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: _____1/20/2015_____

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:** Denver International Airport requests a Standard Specialty Retail Concession Space Agreement with The Marshall Retail Group, LLC and MRG Denver, LLC d/b/a MISURA, CRISLU, TUMI, B Gates Center Core, PLANE-201416814-00.

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

4. **Contact Person:** (W*ith actual knowledge of proposed ordinance/resolution.)*
    - **Name:** Amy Raaz
    - **Phone:** (303) 342-2201
    - **Email:** Amy.Raaz@flydenver.com

5. **Contact Person:** (W*ith 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:** Neil Maxfield
    - **Phone:** 303-342-2574
    - **Email:** Neil.Maxfield@flydenver.com

6. **General description of proposed ordinance including contract scope of work if applicable:** The Marshall Retail Group, LLC and MRG Denver, LLC and its certified ACDBE partners, St. Croix Airport Retail Inc. and LEI Airport Concessions LLC will develop, operate, and manage a new specialty retail concession agreement for the of certain selected nationally branded specialty retail concepts located at B Gates Center Core, and consisting of TUMI luggage, CRISLU jewelry, and MISURA featuring branded lines of clothing including Marmot, PrAna, Tommy Bahama, and Hugo Boss and others (and under a separate agreement, the Convenience Store/Newsstand, Flight Stop, on A Gates West Subcore). This agreement will require a capital investment of $1,247,734.00 and a mid-term refurbishment of $249,549.00. The term is seven (7) years in order for the concessionaire to amortize the investment. The monthly guarantee will be $37,500 or a percentage of compensation, whichever is greater.

    a. **Contract Control Number:** PLANE-201416814-00
    b. **Duration:** DOE to last day of the month 7 years from the Required Opening Date
    c. **Location:** DIA –B Gates Center Core
    d. **Affected Council District:** 11
    e. **Benefits:** Will provide a new, uniquely branded convenience store / newsstand for the traveling public and employees at Denver International Airport.
    f. **Costs:** Revenue Agreement

Current Contract Amount (A)	Additional Funds (B)	Total Contract Amount (A+B)
$37,500.00 Monthly	N/A	$37,500.00 Monthly

Current Contract Term	Added Time	New Ending Date
DOE	N/A	7 years from Required Opening Date

    g. **Date Goals Assigned:** 10/18/13
    h. **Goals:** 25% ACDBE participation (LEI Airport Concessions LLC at 8% and St. Croix Airport Retail Inc.at 17%)

7. **Is there any controversy surrounding this ordinance?** *(Groups or individuals who may have concerns about it?)* **Please explain.**

    None are known.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____ Date: _____

<div align="center">Key Contract Terms</div>

Vendor/Contractor Name: The Marshall Retail Group, LLC and MRG Denver, LLC d/b/a MISURA, CRISLU, TUMI

Contract control number: PLANE-201416814-00

City's contract manager: Neil Maxfield

Was this contractor selected by competitive process?   Yes. (RFP) Was it the low bid? Revenue agreement

Term/Duration of contract/project: From date of execution to the last day of month 7 years from the Required Opening Date

Renewal terms: N/A

Purpose: The Marshall Retail Group, LLC and MRG Denver, LLC and its certified ACDBE partners, St. Croix Airport Retail Inc. and LEI Airport Concessions LLC, will develop, operate, and manage the selected nationally branded specialty retail concepts located at B Gates Center Core consisting of TUMI luggage, CRISLU jewelry, and MISURA featuring branded lines of clothing including Marmot, PrAna, Tommy Bahama, and Hugo Boss and others (and under a separate agreement, the Convenience Store/Newsstand, Flight Stop, on A Gates West Subcore).

Scope of services to be provided with performance bench marks:

Cost/value: The minimum monthly guarantee will be $37,500.00 or a percentage of compensation, whichever is greater. This agreement will require a capital investment of $1,247,734.00 and a mid-term refurbishment of $249,549.00. The term is seven (7) years in order for the concessionaire to amortize the investment. The monthly guarantee will be $37,500 or a percentage of compensation, whichever is greater.

Source of funds: Revenue

Benefit: Will provide a new, uniquely branded convenience store / newsstand for the traveling public and employees at Denver International Airport.

Termination provision for City and for contractor: Yes

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): 30%
    Who are the subcontractors to this contract? TBD

Concession contracts: ACDBE partners: LEI Airport Concessions LLC (8%) and St. Croix Airport Retail Inc. (17%)

Location: Concourse B Center Core

Affected Council District: 11