

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: 3/18/2014

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.)

Southwest Airlines Co., Contract Control Number PLANE-201415038-00 to execute a Reimbursement Agreement for their purchase of 5 jet bridges for the Concourse C West 5 gate expansion project.

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:

The City is constructing 5 gates on Concourse C for Southwest Airlines. Southwest will purchase 5 JBT jet bridges through its contract with JBT for the project and the city will reimburse Southwest for this purchase. Maximum reimbursement amount will be \$2,000,000 (cost of each jet bridge is approximately \$400,000 FOB). This is a savings of approximately \$50,000 per jet bridge over the City’s contracted price.

***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-201415038-00
- b. Duration: 7 months
- c. Location: DIA
- d. Affected Council District: 11
- e. Benefits: Savings of approximately \$250,000
- f. Costs: \$2,000,000 (not to exceed)

<i>Current Contract Amount</i>	<i>Additional Funds</i>	<i>Total Contract Amount</i>
<i>(A)</i>	<i>(B)</i>	<i>(A+B)</i>
\$2,000,000	N/A	\$2,000,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
5/1/2014 – 12/31/2014	N/A	N/A

To be completed by Mayor’s Legislative Team:

SIRE Tracking Number: _____

Date: _____

g. Date Goals Assigned: N/A

h. Goals: As this is a sole source reimbursement agreement, we have determined that the scope of services does not fall under the DSBO's CEI ordinance

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: Southwest Airlines Co.

Contract control number: PLANE-201415038-00

City's contract manager: Susan E. Moore

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

Term/Duration of contract/project: 7 months

Renewal terms: N/A

Purpose: To purchase jet bridges for 5 new gates on Concourse C

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

Cost/value: Not to exceed \$2,000,000

Source of funds: CIP PIRF #C1301, Project #3TX10CS6

Benefit: save approximately \$250,000 on the purchase of jet bridges

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: Denver International Airport

Affected Council District: 11

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____