

**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: April 23, 2018

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 a contract with Colorado Mountain Express, Inc for the relocation of the Transportation Services Counter. (201415109)

**3. Requesting Agency:**

Denver International Airport

**4. Contact Person:**

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Rachel Marion	Name: Dorothy Harris
Email: Rachel.Marion@flydenver.com	Email: Dorothy.Harris@flydenver.com

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

CME will be relocated for the Great Hall Project Renovation. CME currently occupies R16-1-5-W3-N12-2 and R16-1-5-W3-N12-3 (for a total of 477 sq. ft.), main terminal Mod 2 West Level 5. CME will be occupying a space approximately the size of their current space. Their new location will be TML\_05\_8E\_047 and TML\_05\_8E\_046 (for a total of 500 sq. ft.), main terminal Mod 1 East Level 5.

**6. City Attorney assigned to this request (if applicable): John Redmond**

**7. City Council 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: RR18 0434

Date Entered: \_\_\_\_\_

## Key Contract Terms

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

**Vendor/Contractor Name:** Colorado Mountain Express, Inc (CME)

**Contract control number:** 201415109

**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: June 1, 2014 – May 31, 2017 Holdover clause exercised to: month to month June 1, 2017.

Amended Term: June 1, 2018 – May 31, 2020 (month to month after this period)

**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)
N/A		
<i>Added Time</i>		<i>New Ending Date</i>
<i>Current Contract Term</i>		
6 Years	2 Years	May 31, 2020

**Scope of work:**

CME will be relocated for the Great Hall Project Renovation. CME currently occupies R16-1-5-W3-N12-2 and R16-1-5-W3-N12-3 (for a total of 477 sq. ft.), main terminal Mod 2 West Level 5. CME will be occupying a space approximately the size of their current space. Their new location will be TML\_05\_8E\_047 and TML\_05\_8E\_046 (for a total of 500 sq. ft.), main terminal Mod 1 East Level 5.

**Was this contractor selected by competitive process?** Yes **If not, why not?** N/A

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

**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):** N/A

**Who are the subcontractors to this contract?** N/A

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