

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at MileHighOrdinance@DenverGov.org by 9 a.m. Friday. Contact the Mayor's Legislative team with questions

Date of Request: 07/09/2026

1. Please mark one: ☐ Bill Request or ☒ Resolution Request

2. Does this request directly impact property within .5 miles of the South Platte River (Check map [HERE](#)) ☐ Yes ☒ No

3. Does this item fall under XO 66 (Prop 123) requiring it to skip Mayor-Council ☐ Yes ☒ No

4. Do you need to request a Waiver Request for this item ☐ Yes ☒ No

5. Type of Request:

☒ Contract/Grant Agreement ☐ Intergovernmental Agreement (IGA) ☐ Rezoning/Text Amendment

☐ Dedication/Vacation ☐ Appropriation/Supplemental ☐ DRMC Change

☐ Other:

6. **Title:** Approves a facility lease agreement with Western Delivery Solutions, LLC for rates and charges and for one year with two, one-year options to extend to lease 182.04 square feet of space within DEN's main Terminal for the purpose of transporting services of lost and delayed luggage retrieval and expedited delivery to passengers homes and hotels at Denver International Airport, in Council District 11 (PLANE-202581344).

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

8. **Contact Person:**

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)	Contact person for council members or mayor-council
Name: George Karayiannakis	Name: Christopher Lowell
Email: George.Karayiannakis@flydenver.com	Email: Christopher.Lowell@flydenver.com

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

This request is for a lease agreement between Western Delivery Solutions, LLC (Western Delivery) and Denver International Airport (DEN) for DEN's main Terminal to provide transporting services of lost and delayed luggage retrieval and expedited delivery to passengers' homes and hotels. Western Delivery is a tenant within the Terminal space, and this lease will establish a new term for their continued occupancy of the facility. Western Delivery will lease 182.04 square feet.

Continuing the agreement with Western Delivery aligns with Denver International Airports Vision 100 goals under "Maintaining What We Have" initiative by ensuring DEN and its airline partners continue to receive reliable, high-quality lost and delayed baggage retrieval and expedited delivery services to passengers' homes and hotels. Maintaining this partnership helps provide consistent service levels, minimizes operational disruptions, and enhances the passenger experience by ensuring timely and efficient baggage delivery.

Western Delivery's established experience and responsiveness allow DEN to maintain continuity of service while upholding the airport's commitment to operational excellence, customer service standards, and strong stakeholder support.

This agreement also supports the efficient use of existing facilities and resources, helping accommodate 100 million annual passengers while strengthening DEN's role as a leading global hub. Continued partnership with Western Delivery further reinforces DEN's commitment to the operational excellence, customer experience, and resiliency pillars of Vision 100.

10. **City Attorney assigned to this request (if applicable):** Austin Coad

11. **City Council District:** District 11

****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: Facility Lease Agreement

Vendor/Contractor Name (including any dba's): Western Delivery Solutions, LLC

Contract control number (legacy and new): PLANE-202581344

Location: Denver International Airport

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

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

One Year with two (2) additional one (1)-year options to extend.

Contract Amount (indicate existing amount, amended amount and new contract total):

<i>Current Contract Amount</i> <i>(A)</i>	<i>Additional Funds</i> <i>(B)</i>	<i>Total Contract Amount</i> <i>(A+B)</i>
Rates and Charges	N/A	Rates and Charges

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
One Year with two one-year options to extend	N/A	One Year with two one-year options to extend

Scope of work:

This request is for a lease agreement between Western Delivery Solutions, LLC (Western Delivery) and Denver International Airport (DEN) for DENs main Terminal to provide transporting services of lost and delayed luggage retrieval and expedited delivery to passengers' homes and hotels. Western Delivery is a tenant within the Terminal space, and this lease will establish a new term for their continued occupancy of the facility. Western Delivery will lease 182.04 square feet.

Was this contractor selected by competitive process? No **If not, why not?** This procurement qualifies for the situation where competition does not exist exception under Memorandum No. 8B and will not be competitively procured.

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):

No goals were assigned to this project due to Memorandum No. 8B.

Who are the subcontractors to this contract? N/A

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Date Entered: _____