

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: 6/12/23

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: Approves the storage space lease agreement with Unifi Aviation LLC for support space at Denver International Airport, Contract Number 202265527

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: George Karayiannakis	Name: Carolina Flores
Email: george.karayiannakis@flydenver.com	Email: Carolina.Flores@flydenver.com

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

This is a new support space lease agreement between Unifi Aviation, LLC, and Denver International Airport (DEN). Unifi Aviation, LLC currently leases 432.2 sq. ft. on C Concourse. Unifi Aviation, LLC has an active lease agreement that expired on 12/31/2022 but has been in holdover status. The new agreement will include the same space as in the prior space lease agreement. Unifi is a ground support contractor of our airline partners, including Alaska Airlines, and was selected by them to provide necessary ground support services such as baggage handling and cabin services. Unifi has 47 employees and will be using the leased space for their employees.

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: Agreement

Vendor/Contractor Name: Unifi Aviation, LLC

Contract control number: PLANE-202265527-00

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):
2 years with 3 optional 1-year extensions.

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

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

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
Date of Execution plus 2 years	N/A	N/A

Scope of work: To lease support space that will provide office and breakroom space for Unifi employees on C Concourse.

Was this contractor selected by competitive process? No

If not, why not? Unifi Aviation, LLC is a contractor of DEN's airline partners and was selected by them to provide necessary services. Unifi wishes to continue its operations.

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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