

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: 10/6/2015

Please mark one: [] Bill Request or [X] Resolution Request

1. Has your agency submitted this request in the last 12 months?

[] Yes [X] No

If yes, please explain:

2. Title: This Ordinance is for the execution of an Airline Support Facilities Lease Agreement with Southwest Airlines Co. for a building at Denver International Airport. Contract # PLANE 201522532

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: Mookie Patel
Phone: (303) 342-2501
Email: Mookie.Patel@flydenver.com

6. General description of proposed ordinance including contract scope of work if applicable: Southwest will lease a building at Denver International Airport. This is the former Sky Chefs north campus flight kitchen. The lease consists of a 35,639 sq. ft. building and 144,976 sq. ft. of land. Southwest will use the building as an aircraft provisioning facility.

**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: PLANE201522532
b. Duration: 5 years
c. Location: DIA
d. Affected Council District: 11
e. Benefits: Supports Southwest's passenger flight operations in Denver.
f. Costs: Revenue to the City

Table with 3 columns: Current Contract Amount (A), Additional Funds (B), Total Contract Amount (A+B). Row 1: \$437,000 annually, based on Rates and Charges; Empty; \$437,000 annually, based on Rates and Charges.

Table with 3 columns: Current Contract Term, Added Time, New Ending Date. Row 1: 3/1/2015 - 2/28/2020; N/A; N/A.

- g. Date Goals Assigned: N/A
h. Goals: N/A

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 201522532

City's contract manager: Susan E. Moore

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

Term/Duration of contract/project: 5 years, 3/1/2015 – 2/28/2020

Renewal terms: N/A

Purpose: Southwest will use this facility for aircraft provisioning.

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

Cost/value: \$437,000 in revenues to the City.

Source of funds: N/A

Benefit: Supports Southwest's passenger flight operations in Denver.

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: _____