

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: March 18, 2019

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 the current Remote Airline Check-in Pilot Program agreement with Baggage Airline Guest Services Inc. (BAGS, Inc.) Contract No. 201845436-01.

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: Herald Hensley	Name: Angela Casias
Email: Herald.Hensley@flydenver.com	Email: Angela.Casias@flydenver.com

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

The purpose of this amendment is to exercise the optional 8-month extension and include an additional 2 months to the current Remote Airline Check-in Pilot Program in DEN shuttle parking lots contract number, 201845436. This amendment will extend the term for an additional 10 months and increase the maximum liability by an additional \$1,033,837.00 (the increase in the maximum liability includes the extension of the term for current operations, the \$2 technology licensing fee per bag becomes effective May 1, 2019 and to add a potential third location based on the current demands of the traveling public). DEN is requesting an additional 2 months beyond the 8-month extension to allow sufficient time for the completion of a competitive Request for Proposal (RFP) that will combine the services of both existing contracts, 201629746 and 201845436. The end goal is to combine all Remote Airline Check-in service agreements at DEN under one primary contract that will be selected through the competitive RFP process.

6. City Attorney assigned to this request (if applicable): Ema Medić – Ema.Medic@flydenver.com

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: RR19 0292

Date Entered: _____

Key Contract Terms

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

Professional Preference > \$500,000.00

Vendor/Contractor Name: Baggage Airline Guest Services Inc.

Contract control number: 201845436-01

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 Dates: 11/1/2018 to 4/30/2019

Amended Term Dates: 05/01/2019 to 2/29/2020

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)
\$300,000.00	\$1,033,387.00	\$1,333,837.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
11/1/2018 to 4/30/2019	10 months	2/29/2020

Scope of work:

DEN Remote Airline Check-in Program Service for the DEN shuttle lots and a potential third location will continue to include, but not be limited to the following;

BAGS, Inc., will extend the program for the remote baggage check and passenger check-in in DEN's shuttle lots and possibly other locations. DEN baggage handling service takes the hassle out of baggage carrying and transfer at the DEN shuttle lots, thereby enhancing the customer experience at pick-up and drop-off.

To date, the program successes have called for an extension in the hours of operation and for the need to exercise the 8-month extension. DEN is requesting an additional 2 months beyond the 8-month extension to allow enough time for the completion of a competitive RFP that will combine both existing contracts, 201629746 and 201845436. Therefore, this amendment is extending the current BAGS, Inc., term to 1 year and 4 months with a maximum contract liability of \$ 1,333,837.00 (the original contract term was 6 months with an optional 8-month extension and a maximum contract liability of \$300,000.00). An analysis of operations, via collected usage data, will continue for future planning purposes.

Was this contractor selected by competitive process? No

If not, why not?

This is a professional preference contract amendment that utilizes proprietary software. Currently BAGS, Inc., is the only service provider that has created a proprietary software with the capability of interfacing with multiple airlines. Based on professional

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judgment, as a preference to meet the program's demand, intent, and projected term, which will not extend beyond three (3) years, DEN has decided to continue to utilize BAGS, Inc., to provide the remote airline check-in services for the duration of the term extension. BAGS, Inc., is the only provider with the capability of providing remote airline passenger Check-In Services through a common-use kiosk for multiple airlines. Currently BAGS, Inc., is the only service provider that has created a proprietary software with the capability of interfacing with multiple airlines. Although there is not a prohibition on other Remote Baggage Check-In Service providers securing Transportation Security Administration (TSA) approval and certification of delivery routes, delivery systems, and ground security coordinators, BAGS, Inc., is the only service provider that has already met these requirements at DEN. For any other service provider to meet these requirements, it would require at least 4 to 6 months of ramp up time before services could be implemented. Therefore, it is in the City's best interest to continue to utilize BAGS, Inc., for the duration of the 10-month extension since no other service provider has the same capacity to these services by the end of the current term of the pilot program.

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

Source of funds: O&M – Parking & Transportation

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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