

**ORDINANCE/RESOLUTION REQUEST**

Please email requests to the Mayor’s Legislative Team  
at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **3:00pm on Monday**.

*\*All fields must be completed.\*  
Incomplete request forms will be returned to sender which may cause a delay in processing.*

Date of Request: 3/12/2013

Please mark one:  Bill Request or  Resolution Request

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

Yes  No

If yes, please explain:

**2. Title:** (Include a concise, one sentence description – please include name of company or contractor and contract control number - that clearly indicates the type of request: grant acceptance, contract execution, amendment, municipal code change, supplemental request, etc.) Public Service Credit Union (ATM Services Agreement), PLANE – 201207902-00, new 3-year Agreement as part of the concession Terminal Stabilization in exchange for the upgrade of ATMs in the Terminal Complex in an amount of at least \$273,452.

**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:** John Ackerman, Deputy Manager of Aviation, Commercial
- **Phone:** (303) 342-2568
- **Email:** John.Ackerman@flydenver.com

**6. General description of proposed ordinance including contract scope of work if applicable:**

Public Service Credit Union will invest at least \$273,452 to upgrade at least one ATM in each of the concourses and Terminal with the latest ADA technology; remove the in-wall ATM from the center core of Concourse B due to another concessionaire’s expansion; place a new free-standing ATM in the northwest end of B center core and a new-free-standing ATM on the southeast side of B center core; coordinate with the B Mezz operator to locate at least one new ATM on B Mezzanine (at the request of the City); reposition the in-wall ATM in Concourse C Center core to accommodate an interior expansion by another concessionaire, and place location identifiers on each of the ATMs throughout the airport.

*\*\*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:** PLANE – 201207902-00
- b. **Duration:** 3-year term (January 1, 2013 – December 31, 2015)
- c. **Location:** DIA Terminal Complex (Jeppesen Terminal and Concourses A, B, and C)
- d. **Affected Council District:** 11
- e. **Benefits:** Provision of updated ATM operations and continuity of service to the public and credit union customers during construction of the South Terminal project, and possible redesign of the Jeppesen Terminal.
- f. **Costs:** Concession investment of \$273,452; MAG: The greater of \$400,000 Annually or 41% of gross revenues; Minimum Monthly Guarantee = \$33,333; Performance Surety: \$200,000

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$400,000 Annually	\$0	\$400,000 Annually

To be completed by Mayor’s Legislative Team:

SIRE Tracking Number: \_\_\_\_\_

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

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
01/01/2013	0	12/31/2015

**g. Date Goals Assigned:** 8/29/2012

**h. Goals:** 0%

**7. Is there any controversy surrounding this ordinance? (Groups or individuals who may have concerns about it?) Please explain.**

No.

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*To be completed by Mayor's Legislative Team:*

SIRE Tracking Number: \_\_\_\_\_

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

## Key Contract Terms

Vendor/Contractor Name: Public Service Employees Credit Union d/b/a Public Service Credit Union (ATM agreement)

Contract control number: PLANE - 201207902-00

City's contract manager: Susan H. Moore

Was this contractor selected by competitive process? Was it the low bid? Revenue Contract  
Direct negotiation as part of Terminal Stabilization

Term/Duration of contract/project: 3 years: 1/1/2013 – 12/31/2015

Renewal terms: N/A – to be put out for Request for Proposal at end of new term.

Purpose: Investment in upgrade of ATMs throughout the airport and to provide continuity of ATM services while the South Terminal Project is being completed and any new redesign of the Terminal is determined.

Scope of services to be provided with performance bench marks: A minimum of \$273,452.00 in ATM upgrades throughout the Terminal Complex including upgrade of at least one ADA-compliant ATM in each concourse, addition of two free-standing ATMs in the center core of Concourse B, addition of at least one new ATM to B-Mezzanine center core, removal of an in-wall ATM in center core of B and repositioning of an in-wall ATM in C center core to accommodate expansion of adjacent tenant locations, placement of location identification tags on all ATMs to better assist the public and airport in reporting of non-working machines.

Cost/value: A minimum of \$273,452.00.

Source of funds: Revenue contract – Public Service Credit Union

Benefit: Continued services to the traveling public while South Terminal Project is being completed and any redesign of Terminal is determined.

Termination provision for City and for contractor: Agreement terminates at end of term.

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): N/A

Who are the subcontractors to this contract? Choice Electric (installation of new ATMs in Concourse B)

Location: Terminal Complex (Jeppesen Terminal, Concourses A, B, and C)

Affected Council District: 11

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