

ORDINANCE/RESOLUTION REQUEST

All Fields must be completed

Incomplete request forms will be returned to sender which may cause a delay in processing.

Please mark one: ☐ Bill Request or ☒ Resolution Request Date of Request: **February 27, 2023**

1. Type of Request:

- ☒ Contract/Grant Agreement ☐ Intergovernmental Agreement (IGA) ☐ Rezoning/Text Amendment
☐ Dedication/Vacation ☐ Appropriation/Supplemental ☐ DRMC Change
☐ Other:

2. **Title:** Approves Bemidji Aviation Services, Inc., contract execution for Use and Cargo Facilities Lease Agreement, Contract No. PLANE-202265976.

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 request is for a use and cargo facilities lease agreement between Bemidji Aviation Services (Bemidji) and Denver International Airport (DEN). Bemidji is operating as an affiliate cargo airline at DEN. They do not lease any space directly from DEN, but instead uses the leased space of their host cargo airline. Airline rates and charges will apply.

6. **City Attorney assigned to this request (if applicable):** Ema Medic

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: Lease of Real Property.

Vendor/Contractor Name: Bemidji Aviation Services, Inc.

Contract control number: PLANE-202265976

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): 03/01/2023 to 02/29/2028 – 5 Years

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

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

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
03/01/2023 to 02/29/2028 – 5 Years	N/A	N/A

Scope of work:

This request is for a use and cargo facilities lease agreement between Bemidji Aviation Services (Bemidji) and Denver International Airport (DEN). Bemidji is operating as an affiliate cargo airline at DEN. They do not lease any space directly from DEN, but instead uses the leased space of their host cargo airline. Airline rates and charges will apply.

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.

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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Resolution/Bill Number: _____

Date Entered: _____