

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at MileHighOrdinance@DenverGov.org by **9 a.m. Friday**. Contact the Mayor's Legislative team with questions.

Date of Request: January xx, 2024

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 a lease agreement with ABM Aviation, Inc. for rates and charges and for three years with two one-year options to extend, for a 115.4 square foot space for office use in the basement level of the Center Core of Concourse C to provide support to American Airlines with wheelchair service at Denver International Airport in Council District 11 (PLANE-202369910)

3. Requesting Agency: Department of Aviation

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person for council members or mayor-council
George Karayiannakis; SVP of Airline & Commercial Affairs	Name: Kevin Forgett, Manager of Legislative Affairs
Email: George.Karayiannakis@flydenver.com	Email: Kevin.Forgett@flydenver.com

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

This request is for a non-competitive agreement between ABM Aviation, Inc. (ABM) and Denver International Airport (DEN). ABM is moving out of space on Concourse A East in order to make room for Delta's new gates and facilities on Concourse A East. ABM is moving to Concourse C to be closer to serve as a support contractor for American Airlines with wheelchair service for disabled passengers.

Airline rates and charges are established on "cost recovery" concepts whereby the annual cost of operating DEN forms the basis for the rate, fee, or charge assessed to the airlines. The Airport recalculates airline rates and charges each year based on its operating budget, debt service, amortization and projected aviation activity levels and reconciled at year-end based on actuals "true-up." The airline/airport use and lease agreement specify the types of costs that are used to calculate airline rates and charges. Examples of rates and charges include landing fee (fee for every time a plane lands on the runway), Terminal Complex rental rate (Per square foot rate to lease space in the Terminal (e.g., office, hold room, ticketing)), concourse ramp, fee to recover the cost of leasing the ramp area associated with a gate, Automatic Guideway Transportation System (Passenger fee to use the train system between the terminal and concourses).

6. City Attorney assigned to this request (if applicable): Vianes Rodriguez

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

Vendor/Contractor Name (including any dba's): ABM Aviation, Inc.

Contract control number (legacy and new): PLANE-202369910

Location: Denver International Airport

Is this a new contract? Yes No **Is this an Amendment?** Yes No **If yes, how many?** N/A

Contract Term/Duration (for amended contracts, include existing term dates and amended dates): Three years plus two 1-year options to extend.

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 & Charges	N/A	Rates & Charges

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
Three years plus two 1-year options to extend	N/A	DOE + three years plus two 1-year options to extend

Scope of work: ABM provides support to airlines with wheelchair service for disabled passengers.

Was this contractor selected by competitive process? No If not, why not? This procurement qualifies for the situation where competition does not exist under Memorandum 8B and will not be competitively procured.

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): No goals were assigned to this project due to Memorandum No. 8B.

Who are the subcontractors to this contract? No subcontractors.

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