

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: 5/19/2015

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: *First Amendment of XpresSpa, PLANE-201102125, between the City and County of Denver and XpresSpa Denver Airport, LLC – Services Premium Value Concessions Program Enrollment*

3. Requesting Agency: Department of Aviation

4. Contact Person:

- Name: Amy Raaz
- Phone: (303) 342-2201
- Email: Amy.Raaz@flydenver.com

5. Contact Person: Neil Maxfield, Senior Vice President of Concessions

- Name: Eric Hiraga, Chief of Staff
- Phone: (303) 342-2206
- Email: Eric.Hiraga@flydenver.com

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

Premium Value Concessions Program is expanding to Service Concessions (SPVC Program), per Rule 46 of the Airport Rules and Regulations. Agreement is amended to add SPVC Program terms.

- a. Contract Control Number: 201102125-01
- b. Duration: 5 years
- c. Location: DIA
- d. Affected Council District: 11
- e. Benefits: DIA worked with its concessionaires to design the Services Premium Value Concession (SPVC) Program. The program is a competitive, merit-based program that rewards excellence resulting in better customer service and higher revenue to DIA. Concessionaires who are in the top of their defined categories obtain the opportunity to execute a new agreement at the end of their current one and are not required to go through an RFP process (the “Benefit”).
- f. Costs: 1% Joint Marketing Fund assessment inclusion covers the SPVC Program costs.

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$99,334.00 MAG	\$0.00	\$99,334.00 MAG

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
1/27/2013 to 12/13/2017	None	N/A

g. Date Goals Assigned: Reviewed on 1/21/2015

h. Goals: 25% DSBO Goal / 25% Participation

7. Is there any controversy surrounding this ordinance?

None

To be completed by Mayor’s Legislative Team:

SIRE Tracking Number: _____

Date: _____

Key Contract Terms

Vendor/Contractor Name: XpresSpa Denver Airport, LLC dba XpresSpa

Contract control number: PLANE-201102125

City's contract manager: Neil Maxfield

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

Term/Duration of contract/project: 5 Year Concession Agreement

Renewal terms: None

Purpose: Agreement is amended to add Services Premium Value Concession Program terms. This is a revenue contract.

Scope of services to be provided with performance bench marks: Third Party Administrator dispenses the SPVC Program with scoring procedures per Rule 46 of the Airport Rules and Regulations, given effect October 1, 2014, for Service Concessions at the Airport.

Cost/value: \$134,800.36 Rent to DIA in 2014

Source of funds: Revenue Agreement

Benefit: Provides better concession services to the traveling public and employees at the Airport.

Termination provision for City and for contractor: Under the SPVC Rules, the Airport's Chief Executive Officer as the Manager has the discretion to terminate the SPVC Program with thirty-day written notice to Concessionaire.

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): 25% DSBO Goal
Who are the subcontractors to this contract? XpresSpa Denver Airport, LLC Goal Participation is 25%

Location: DIA

Affected Council District: 11

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