

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: **October 15, 2018**

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 new Cargo Lease Agreement with Swissport Cargo Services, L.P.

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: Angela Casias
Email: George.Karayiannakis@flydenver.com	Email: angela.casias@flydenver.com

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

Swissport Cargo Services, L.P. will be leasing 9,965.88 square feet of building space and 42,274.86 square feet of ground space in the Joint Use Cargo facility for \$154,312.00 annually on a signatory basis. This Agreement will be for two years.

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

Max Taylor

7. City Council District:

District 11

8. **For all contracts, fill out and submit accompanying Key Contract Terms worksheet**

Key Contract Terms

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: RR18 1261

Date Entered: _____

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

Vendor/Contractor Name:

Swissport Cargo Services, L.P.

Contract control number: 201842243

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):

06/06/2018 - 05/31/2020 [Duration: 2 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>
\$154,312.00 annually	N/A	\$154,312.00 annually

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
06/06/2018	N/A	05/31/2020

Scope of work:

Swissport Cargo Services, L.P. will be leasing 9,965.88 square feet of building space and 42,274.86 square feet of ground space in the Joint Use Cargo facility for \$154,312.00 annually on a signatory basis. This Agreement will be for two years.

Was this contractor selected by competitive process? No **If not, why not?** A new cargo airline selected Swissport Cargo Services, L.P. to provide cargo handling services for their cargo shipping operation at DEN; therefore, this agreement does not need to go through the competitive selection process.

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

Source of funds: Revenue to City

Is this contract subject to: W/MBE DBE SBE XO101 ACDBE N/A

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

Who are the subcontractors to this contract?

To be completed by Mayor's Legislative Team:

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Date Entered: _____