

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: 5/17/2017

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:** *This is to execute an Airport Office Space Lease with MN Airline, LLC dba Sun Country Airlines, an airline operating at Denver International Airport. Contract number 201627685-01.*

3. **Requesting Agency:** Department of Aviation\

4. **Contact Person:** (With actual knowledge of proposed ordinance/resolution.)

- **Name:** Aaron Barraza
- **Phone:** (303) 342-2261
- **Email:** Aaron.Barraza@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:** George Karayiannakis
- **Phone:** (303) 342-2418
- **Email:** George.Karayiannakis@flydenver.com

6. **General description of proposed ordinance including contract scope of work if applicable:** This is an Airport Office Space Lease Agreement.

- a. **Contract Control Number:** 201627685
- b. **Duration:** 5 years
- c. **Location:** DEN
- d. **Affected Council District:** 11
- e. **Benefits:** Airline leases are being extended with current provisions in place
- f. **Costs:** This is a revenue contract.

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$24,710 annually	\$0	\$24,710 annually

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
5/1/2016-4/30/2021		

g. **Date Goals Assigned:** N/A

Goals: This contract does not require any construction to be performed on City Property. The DIA Tenant Project Manager will work with DSBO to ensure that no construction is performed on this space.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____

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

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____

Key Contract Terms

Type of Contract:

Professional Services > \$500K Lease Design or Construction for airport improvements > \$5M

Grant IGA Sale of Real Property Sale of Personal Property

Vendor/Contractor Name: MN Airlines, LLC dba Sun Country Airlines

Contract control number: 201627685

City's contract manager: Susan E. Moore

Was this contractor selected by competitive process? No

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

Term/Duration of contract/project: 5 years

Is this a new contract? Yes No Is this an Amendment? Yes No If yes, how many? ____

Renewal terms: N/A

Purpose: Sun Country Airlines provides airline passenger flight services at DEN

Cost/value: Annual revenues to City in the amount of \$24,710 annually

Source of funds: Revenue to City

Benefit: Airline leases are being extended with current provisions in place

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?

Location: Denver International Airport

Affected Council District: 11

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____