

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: November 22, 2021

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, WH Smith DEN, LLC (Market 5280) contract execution No. 202055583

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: Pamela Dechant	Name: Carolina Flores
Email: Pamela.Dechant@flydenver.com	Email: Carolina.Flores@flydenver.com

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

Denver International Airport (DEN) requested proposals from qualified operators to manage a package of three (3) Travel Convenience locations in the A West and B West Expansions. After submittal and evaluation of responsive proposals, the independent evaluation panel recommended that WH Smith DEN, LLC be selected for direct negotiations. This award was split up into three contracts, due to locations. This contract is for Market 5280 by WH Smith the location will be 1,054 sq. ft., on the A West 3 Subcore.

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

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: RR21 1462

Date Entered: _____

Type of Contract: Revenue

Vendor/Contractor Name: WH Smith DEN, LLC

Contract control number: 202055583

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):

Date of Execution plus 7 years

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

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
N/A	N/A	\$663,000.00 Minimum Annual Guarantee (MAG) or percentage fee of 26%, whichever is higher.
<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
N/A	N/A	Date of Execution plus 7 years

Scope of work:

Denver International Airport (DEN) requested proposals from qualified operators to manage a package of three (3) Travel Convenience locations in the A West and B West Expansions. After submittal and evaluation of responsive proposals, the independent evaluation panel recommended that WH Smith DEN, LLC be selected for direct negotiations. This award was split up into three contracts, due to locations. This contract is for Market 5280 by WH Smith the location will be 1,054 sq. ft., on the A West 3 Subcore.

Was this contractor selected by competitive process? Yes If not, why not?

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): 30% ACDBE and 25% M/WBE

Who are the subcontractors to this contract? ACDBE's Innovative Retail Group 20% and M2 Concepts, LLC 10%. M/WBE's will be identified when constructions starts.

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Resolution/Bill Number: RR21 1462

Date Entered: _____