

## ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team  
at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **9 a.m. Friday**. Contact the Mayor's Legislative team with questions

Date of Request: July 28 2026

1. Please mark one: ☐ Bill Request or ☒ Resolution Request
2. Does this request directly impact property within .5 miles of the South Platte River (Check map [HERE](#)) ☐ Yes ☒ No
3. Does this item fall under XO 66 (Prop 123) requiring it to skip Mayor-Council ☐ Yes ☒ No
4. Do you need to request a Waiver Request for this item ☐ Yes ☒ No

5. Type of Request:

- ☒ Contract/Grant Agreement ☐ Intergovernmental Agreement (IGA) ☐ Rezoning/Text Amendment
- ☐ Dedication/Vacation ☐ Appropriation/Supplemental ☐ DRMC Change ☐ Other:

6. **Title:** Approves a new Facilities Lease Agreement with Corporate Flight Management, d/b/a Contour Airlines applying rates and charges and for a one-year term with two, one-year options to extend to lease space at Denver International Airport (DEN), in Council District 11 (PLANE-202581789).
7. **Requesting Agency:** Department of Aviation

8. **Contact Person:**

|                                                                                                   |                                                                                               |
|---------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)      | Contact person for council members or mayor-council                                           |
| Name: George Karayiannakis                                                                        | Name: Christopher Lowell                                                                      |
| Email: <a href="mailto:George.Karayiannakis@flydenver.com">George.Karayiannakis@flydenver.com</a> | Email: <a href="mailto:Christopher.Lowell@flydenver.com">Christopher.Lowell@flydenver.com</a> |

9. **General description or background. Attach executive summary if more space needed:**

This new support facilities lease agreement is for a current non-signatory passenger service provider, Corporate Flight Management, Inc., d/b/a Contour Airlines. The term for this agreement is for one (1) year with two (2) one (1) year extension options for the purpose of leasing 234.8 square feet on the C Concourse which will be used as office space to support the airline's operations.

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, 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).

This agreement aligns with DEN Vision 100 to obtain the goal of 100 million annual passengers, by providing scheduled passenger flights to and from smaller, rural, and remote communities, along with connecting smaller airports to DEN, enabling residents and businesses in those communities' access to broader air travel.

10. **City Attorney assigned to this request (if applicable):** David Steinberger

11. **City Council District:** District 11

**\*\*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:** Lease of real property

**Vendor/Contractor Name (including dba):** Corporate Flight Management, Inc., d/b/a Contour Airlines

**Contract control number (legacy and new):** PLANE-202581789

**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):**

One year with two one-year extension options – From date of execution

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

| <i>Current Contract Amount<br/>(A)</i> | <i>Additional Funds<br/>(B)</i> | <i>Total Contract Amount<br/>(A+B)</i> |
|----------------------------------------|---------------------------------|----------------------------------------|
| Rates and Charges                      | N/A                             | Rates and Charges                      |

  

| <i>Current Contract Term</i>                  | <i>Added Time</i> | <i>New Ending Date</i> |
|-----------------------------------------------|-------------------|------------------------|
| One year with two, one-year extension options | N/A               | N/A                    |

### Scope of work:

To lease space on the C Concourse which will be used as office space to support the airline's operations. The total space is 234.8 square feet. This new agreement will have a term of one (1) year with two (2) one (1) year extension options.

**Was this contractor selected by competitive process?** No **If not, why not?** This procurement qualifies for the situation where competition does not exist exception under Memorandum No. 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):** N/A

**Who are the subcontractors to this contract?** N/A

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