

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: 12/22/2015

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:** This is for a Signatory Airport Use and Cargo Facilities Lease Agreement with Southern Air, Inc., Contract Control Number, #201524929, a cargo carrier contracting with DHL to provide cargo flight services.

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

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

- **Name:** Amy Raaz
- **Phone:** (303) 342-2201
- **Email:** Amy.Raaz@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:** Mookie Patel, Senior Vice President Properties
- **Phone:** (303) 342-2501
- **Email:** Mukesh.Patel@flydenver.com

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

The Airport Use and Cargo Facilities Lease will allow Southern Air to use DHL’s leased cargo facilities to support their commercial cargo operations. DHL contracts with Southern Air for cargo flight services. The contract term is 11/01/2015 through 12/31/2016 (to be conterminous with the other airline and cargo agreements). This is a revenue contract.

- a. **Contract Control Number:** 201524929
- b. **Duration:** 1 year, 2 months
- c. **Location:** DIA
- d. **Affected Council District:** 11
- e. **Benefits:** To provide support for a DEN cargo partner to support their commercial cargo operations and provide revenue.
- f. **Costs:** Revenue

<i>Current Contract Amount (A)</i>	<i>Additional Funds (B)</i>	<i>Total Contract Amount (A+B)</i>
\$247,000 Annually		\$ 247,000 Annually

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
11/01/2015 – 12/31/2016		12/31/2016

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

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

No controversy.

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: Southern Air, Inc.

Contract control number: 201524929

City’s contract manager: Mukesh “Mookie” Patel, Senior Vice President Properties

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: 11/01/2105 through 12/31/2016

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

Renewal terms: N/A

Purpose: To support the commercial cargo operations of Southern Air with a contract that is coterminous with the airline and cargo agreements.

Scope of services to be provided with performance bench marks: Southern Air provides commercial cargo flight services to DHL.

Cost/value: This amendment will generate revenue based on rates and charges annually, estimated at \$247,000 Annually.

Source of funds: N/A

Benefit: This amendment will bring revenue and carrier (Southern Air) to DEN.

Termination provision for City and for contractor: None

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

Location: South Cargo, DHL Facility

Affected Council District: 11

To be completed by Mayor’s Legislative Team:

SIRE Tracking Number: _____

Date: _____