

## ORDINANCE/RESOLUTION REQUEST

All Fields must be completed

Incomplete request forms will be returned to sender which may cause a delay in processing.

Please mark one: ☐ Bill Request or ☒ Resolution Request

Date of Request: 3/19/2022

### 1. Type of Request:

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

2. **Title** Approves an agreement to lease 312.9 s/f on the Concourse A apron and 71.0 s/f in the terminal for a total of 383.9 s/f. of space to Worldwide Flight Services (WFS) to support their operations at DEN.

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: Carolina Flores
Email: <a href="mailto:George.Karayiannakis@flydenver.com">George.Karayiannakis@flydenver.com</a>	Email: <a href="mailto:Carolina.Flores@flydenver.com">Carolina.Flores@flydenver.com</a>

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

This is a new support space lease agreement between Worldwide Flight Services (WFS) and Denver International Airport (DEN). WFS currently leases 312.9 s/f on the Concourse A apron and 71.0 s/f in the terminal for a total of 383.9 s/f. WFS has an active lease agreement that expired on 12/31/2021. The Concourse A space is to support ramp services such as bag loading, and the space in the terminal is to support ticketing operations for DEN's smaller carriers. The new agreement will include the same space as in the prior space lease agreement. The term of the new lease will be 3 years.

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

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

8. **\*\*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:** Revenue office space lease agreement.

**Vendor/Contractor Name:** Worldwide Flight Services

**Contract control number:** 202160323

**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):**

The term of the new lease will be 3 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)
Rates & Charges	n/a	Rates & Charges

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
Dates of Execution (DOE)	n/a	DOE plus 3 years

**Scope of work:** This is a new support space lease agreement between Worldwide Flight Services (WFS) and Denver International Airport (DEN). The new agreement will include the same space as in the prior space lease agreement in the Main Terminal and Concourse A. The term of the new lease will be 3 years. This space is needed to support WFS staff in providing service to DEN's airline partners.

**Was this contractor selected by competitive process?** No  
airline partners and was selected by them to provide necessary services.

**If not, why not?** WFS is a contractor of DEN's

**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):**

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

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