ORDINANCE/RESOLUTION REQUEST

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

Date of Request: September 3, 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:** (Start with *approves, amends, dedicates*, etc., include name of company or contractor and indicate the type of request: grant acceptance, contract execution, contract amendment, municipal code change, supplemental request**,** etc.)

   Approves a Use and Lease Agreement (ULA) with Compania Panamena de Aviacion S.A. (COPA) applying rates and charges and for three years with two, one-year options to extend to lease space and gates at Denver International Airport (DEN) in Council District 11 (PLANE- 202684872).

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:	George.Karayiannakis@flydenver.com	Email: Christopher.Lowell@flydenver.com

9. **General description or background. Attach executive summary if more space needed:** (who, what, why)

   This request is for a new Use and Lease Agreement (ULA) with Compania Panamena de Aviacion S.A. (COPA) to allow COPA to remain a signatory carrier at DEN for a term of three years with 2 one-year extension options. The current contract expires December 31, 2026 and this new agreement updates the lease exhibits for COPA.

   To be classified as a Signatory air carrier, an airline must execute a Use and Lease Agreement with DEN and meet certain criteria set forth in DEN rules and regulations. Based on their commitment to DEN, Signatory air carriers pay reduced rates and charges. DEN currently has 25 passenger air carriers. Three carriers have long term signatory agreements through 2035, United, Southwest and Frontier.

   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, gate area, 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 supports Vision 100 by expanding our global connections. COPA is an international carrier at DEN, and this agreement will help them expand their air network throughout the globe.

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____ Date Entered: _____

10. City Attorney assigned to this request (if applicable): Austin Coad

11. City Council District: District 11

****For all contracts, fill out and submit accompanying Key Contract Terms worksheet****

Key Contract Terms

Type of Contract: (e.g. Professional Services > $500K; IGA/Grant Agreement, Sale or Lease of Real Property):
Use and Lease Agreement

Vendor/Contractor Name (including dba): Compania Panamena de Aviacion S.A. (COPA)

Contract control number (legacy and new): PLANE- 202684872

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):
Three years with two one-year options to extend

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

Current Contract Amount (A)	*Additional Funds (B)*	*Total Contract Amount (A+B)*
Rates and Charges	N/A	Rates and Charges

Current Contract Term	*Added Time*	*New Ending Date*
Three years with two one-year options to extend	N/A	N/A

Scope of work:

This request is for a new Use and Lease Agreement (ULA) with Compania Panamena de Aviacion S.A. (COPA) to allow COPA to remain a signatory carrier at DEN for a term of three years with 2 one-year extension options. The current contract expires December 31, 2026 and this new agreement updates the lease exhibits for COPA.

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Was this contractor selected by competitive process? No **If not, why not?** This 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):
No goals were assigned to this project due to Memorandum No. 8B.

Who are the subcontractors to this contract? N/A

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