

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: 6/28/2017

Please mark one: [] Bill Request or [x] Resolution Request

1. Has your agency submitted this request in the last 12 months?

[] Yes [x] No

If yes, please explain:

2. Title: 201631103: D & A Solutions, LLC, is a contracting company which provides services to several airline operations at Denver International Airport (DEN).

3. Requesting Agency: Department of Aviation

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

- Name: Aaron Barraza
Phone: (303) 342-2261
Email: Aaron.Barraza@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: Patrick Heck
Phone: (303) 342-2501
Email: Patrick.Heck@flydenver.com

6. General description of proposed ordinance including contract scope of work if applicable: This agreement is for three (3) years for office space at Denver International Airport. This is a revenue agreement which seeks to lease office space to a company contracted with, and providing services to, several airlines operating at DEN, and is exempt from the competitive-selection requirements of Executive Order 8, Memorandum 8B. Support leases are not selected competitively because the lease is ancillary to, and in support of existing lease agreements; accordingly, office and support space leases create special circumstances exempting them from competitive selection.

**Please complete the following fields: (Incomplete fields may result in a delay in processing. If a field is not applicable, please enter N/A for that field.)

- a. Contract Control Number: 201631103
b. Duration: 3 years
c. Location: DEN
d. Affected Council District: 11
e. Benefits: Generates approximately \$4,690 in annual revenue and fills vacancy for DEN.
f. Costs: This is a revenue contract.

Table with 3 columns: Current Contract Amount (A), Additional Funds (B), Total Contract Amount (A+B). Values: \$4,690.00 annually, \$0, \$4,690.00 annually.

Table with 3 columns: Current Contract Term, Added Time, New Ending Date. Values: Date of Execution to Three years, 3 years, Date of Execution to Three years.

g. Date Goals Assigned: D and A Solutions is a company contracting with several airlines to provide drug testing services. They will lease a space in Concourse A.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____

h. Goals: N/A

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

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: D & A Solutions, LLC

Contract control number: 201621103

City's contract manager: Mark Uriarte

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:

Is this a new contract? Yes No Is this an Amendment? Yes No If yes, how many? 1

Renewal terms: N/A

Purpose: D and A Solutions, LLC - Office Space Lease. This company is contracting with and providing services to several airlines operating at Denver International Airport.

Cost/value: \$4,690 annually

Source of funds: Revenue to City

Benefit: Creates rental revenue and fills vacancy for DEN

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?

Location: Denver International Airport

Affected Council District: 11

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____