File #: 21-0639, **Version:** 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 5-28-21

Requesting Agency: Denver International Airport
Division:

Subject Matter Expert Name:

Name:	Rachel Marion
Email:	Rachel.Marion@flydenver.com

Item Title & Description:
(Do not delete the following instructions)
*These appear on the Council meeting agenda. Initially, the requesting agency will enter a 2-3 sentence description. Upon bill filling, the City Attorney's Office should enter the title above the description (the title should be in **bold** font).*

*Both the title and description must be entered between the red "title" and "body" below. Do **not** at any time delete the red "title" or "body" markers from this template.*

A resolution approving a proposed Agreement between the City and County of Denver and ISS Facility Services, Inc. concerning a lease agreement to provide office space to support ISS's staff in its operations in conducting aircraft interior cleaning for American Airlines at Denver International Airport.

Approves a lease agreement with ISS Facility Services, Inc. for rates and charges and for two years, with two one-year options to extend, to lease 112.6 square feet of office space to support ISS's staff in conducting aircraft interior cleaning at Denver International Airport (202056284). The last regularly scheduled Council meeting within the 30-day review period is on 7-12-21. The Committee approved filing this item at its meeting on 6-9-21.

Affected Council District(s) or citywide? Council District 11

Contract Control Number: 202056284

Vendor/Contractor Name (including any "DBA"): ISS, Inc.

Type and Scope of services to be performed:

This agreement is to lease 112.6 sq. ft. of space to ISS to support their operations. This request is for an office space agreement at Denver International Airport (DEN) to support ISS Inc. (ISS). ISS will pay DEN rates and charges. This space is needed to support ISS's staff in conducting interior aircraft cleaning at DEN.
Location (if applicable):

WBE/MBE/DBE goals that were applied, if applicable (construction, design, Airport concession contracts):

Are WBE/MBE/DBE goals met (if applicable)?

Is the contract new/a renewal/extension or amendment?

Was this contractor selected by competitive process or sole source?

For New contracts
Term of initial contract: 2 years

Options for Renewal:
How many renewals (i.e. up to 2 renewals)? 2
Term of any renewals (i.e. 1 year each): 1 year each

Cost of initial contract term: Rates and charges

Cost of any renewals:

Total contract value council is approving if all renewals exercised:

For Amendments/Renewals Extensions:
Is this a change to cost/pricing; length of term; terms unrelated to time or price (List all that apply)?

If length changing
What was the length of the term of the original contract?

What is the length of the extension/renewal?

What is the revised total term of the contract?

If cost changing
What was the original value of the entire contract prior to this proposed change?

What is the value of the proposed change?

What is the new/revised total value including change?

If terms changing
Describe the change and the reason for it (i.e. compliance with state law, different way of doing business etc.)