

**CITY OF PHOENIX  
REQUEST FOR COUNCIL ACTION**

**Complete this form per A.R. 4.11.**

**Refer to the City Council Agenda Process Reference Guide for Assistance**

<b>ACTION REQUESTED</b>	Formal Action:	OR	Legal Document:	
	Bid Award <input type="checkbox"/>		Ordinance <input checked="" type="checkbox"/>	
	License Application <input type="checkbox"/>		Amend City Code? <input type="checkbox"/>	
	Public Hearing <input type="checkbox"/>		Resolution <input type="checkbox"/>	
	Other <input type="checkbox"/>		Emergency Clause? <input type="checkbox"/>	
			(for use only w/ord. or res. requests)	
<b>IMPACTED DISTRICT(S)</b>	DISTRICT 8	<b>ADDITIONAL BACKUP MATERIAL SENT UNDER SEPARATE COVER?</b>	<input type="checkbox"/>	
<b>SUBJECT</b>	TERMINAL FACILITY LICENSE AGREEMENT WITH SWISSPORT CARGO SERVICES, L.P., AT PHOENIX SKY HARBOR AIRPORT			
<b>REQUESTED AGENDA DATE</b>	02/06/2013	<b>PREPARED BY</b>	Name	Roxie Albright
			Department	Business and Properties
			Phone	602-273-2043
<b>APPROVALS</b>	Division Head:	Roxann M. Favors	If prepared for another department:	
	Department Head:	Danny W. Murphy	Department Name:	
			Approval:	
<b>BID AWARD INFORMATION</b>	Bid Surety Required? <input type="checkbox"/>	Performance Surety Required <input type="checkbox"/>		
	Submitted by Low Bidder? <input type="checkbox"/>	Amount? _____		
	Contract Required? <input type="checkbox"/>	Requisition No. _____		
<b>CONTRACT INFORMATION</b>	Contract Amendment? <input type="checkbox"/>	Sole Source Contract? <input type="checkbox"/>		
	If Yes, Current Contract No. _____	Ordinance <input type="checkbox"/>	on Date: _____	
	Approved by: Resolution <input type="checkbox"/>	Formal Action <input type="checkbox"/>		
<b>BUDGET INFORMATION</b>	\$ _____	To Be Encumbered? <input type="checkbox"/>		
	Source of Funds: _____	Fiscal Year? _____		
	Fund Center(s) (SAP-FM): _____			
	Commitment Item(s) (SAP-FM): _____			
<b>CITY MANAGER'S OFFICE</b>	<b>Approved by</b> Ed Zuercher 1/23/13	<b>CM Control No.</b>	<b>01</b>	
<b>CITY CLERK DEPARTMENT</b>	Council Action Taken:	Adopted		
	Ordinance Number:	S-39584	RCA No.	70105
	Resolution Number:		Contract No.	
	Comments:		Meeting Date	2/6/2013
		Item No.	13	

**ITEM**

**DISTRICT 8**

**TERMINAL FACILITY LICENSE  
AGREEMENT WITH SWISSPORT  
CARGO SERVICES, L.P., AT  
PHOENIX SKY HARBOR AIRPORT**

Request to authorize the City Manager, or his designee, to negotiate and execute a month-to-month Terminal Facility License Agreement (License) with Swissport Cargo Services, L.P. (Swissport) for approximately 9,600 square feet in West Air Cargo at Phoenix Sky Harbor International Airport. Swissport shall use the space in support of its Commercial Use Permit No. 376-09 to provide cargo-handling services to Delta Airlines, British Airways, Alaska Airlines, JetBlue Airlines, and Frontier Airlines. Swissport shall pay a rental rate based on the Airport Rates and Charges Program established in Chapter 4, Article IX of the Phoenix City Code. The License may contain other terms and conditions deemed necessary or appropriate by the City Manager or the Aviation Director.

Authorization is also requested for the Aviation Director to make future additions, subtractions, and changes to Swissport's space, not to exceed a total of 16,000 square feet, as the Aviation Director deems necessary or appropriate to attain the highest and best use of Aviation Department resources, as well as to accommodate future Swissport business needs for the duration of the License.

**Employment Impact**

There is no employment impact.

This item is recommended by Mr. Zuercher and the Aviation Department.