

**A RESOLUTION BY TRANSPORTATION COMMITTEE AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT TO RENEW THAT CERTAIN CONCESSIONS AGREEMENT, DATED DECEMBER 5, 2008 WITH BUSINESS TRAVELER SERVICES, INC. FOR A PERIOD OF THREE (3) YEARS AS STIPULATED IN LEASE AGREEMENT FC-6007000088; AND FOR OTHER PURPOSES.**

**Review List:**

Louis Miller	Completed	11/05/2013 7:46 AM
Jennifer Andrews	Completed	11/05/2013 7:47 AM
Information Technology	Skipped	11/04/2013 4:41 PM
Procurement	Completed	11/05/2013 11:25 AM
Adam Smith	Completed	11/05/2013 2:49 PM
Mayor's Office	Completed	11/05/2013 3:13 PM
Office of Research and Policy Analysis	Completed	11/05/2013 3:47 PM
Transportation Committee	Pending	
Atlanta City Council	Pending	
Mayor's Office	Pending	

Certified by Presiding Officer	Certified by Clerk
Mayor's Action <i>See Authentication Page Attachment</i>	

LEGISLATION HISTORY – BLUE BACK

**A RESOLUTION  
BY TRANSPORTATION COMMITTEE**

**A RESOLUTION BY TRANSPORTATION COMMITTEE AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT TO RENEW THAT CERTAIN CONCESSIONS AGREEMENT, DATED DECEMBER 5, 2008 WITH BUSINESS TRAVELER SERVICES, INC. FOR A PERIOD OF THREE (3) YEARS AS STIPULATED IN LEASE AGREEMENT FC-6007000088; AND FOR OTHER PURPOSES.**

WHEREAS, the City of Atlanta (“City”) owns and operates Hartsfield-Jackson Atlanta International Airport (“Airport”); and

WHEREAS, pursuant to a competitive procurement process conducted in accordance with the City’s Code of Ordinances, the City entered into that certain Concessions Agreement, dated December 5, 2008 with Business Traveler Services, Inc. (“Agreement”); and

WHEREAS, in accordance with the term of the Agreement, the City has elected to exercise its option to extend the Agreement for a period of three (3) years; and

WHEREAS, Business Traveler Services, Inc. has satisfactorily performed all duties and requirements of the Agreement.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, that the Mayor is authorized on behalf of the City of Atlanta to execute an amendment to renew the Concessions Agreement, dated December 5, 2008 (“Agreement”) with Business Traveler Services, Inc. for a period of three (3) years as stipulated in the Business and Entertainment Concessions Agreement FC-6007000088.

BE IT FURTHER RESOLVED that the City Attorney is directed to prepare an amendment and any other necessary documentation to evidence the City’s desire to renew the term of the Agreement for execution by the Mayor.

AND FINALLY BE IT RESOLVED that said amendment shall not become binding upon the City, and the City shall incur no obligation or liability until same has been signed by the Mayor, approved as to form by the City Attorney and delivered to Business Traveler Services, Inc.

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: CANDACE L. BYRD

Dept.'s Legislative Liaison: Anita Williams

Contact Number: 404-530-6600

Originating Department: Aviation

Committee(s) of Purview: Transportation

Chief of Staff Deadline: 10/25/13

Anticipated Committee Meeting Date(s): 11/13/13

Anticipated Full Council Date: 11/18/13

Legislative Counsel's Signature: Jonathan Hunt

Commissioner's Signature:

Chief Financial Officer: N/A

Chief Information Officer Signature (for IT Procurements) N/A

Chief Procurement Officer Signature:

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT TO RENEW THAT CERTAIN CONCESSIONS AGREEMENT, DATED DECEMBER 5, 2008 WITH BUSINESS TRAVELER SERVICES, INC. FOR A PERIOD OF THREE (3) YEARS AS STIPULATED IN LEASE AGREEMENT FC-6007000088; AND FOR OTHER PURPOSES.

FINANCIAL IMPACT: (if any)

Mayor's Staff Only

Received by CPO: 8/29/13 (date)

Received by LC from CPO: (date)

Received by Mayor's Office: 9-3-13 (date)

Reviewed by: (date)

Submitted to Council: (date)

## ***Legislative White Paper***

**Committee of Purview: Transportation**

Caption:

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT TO RENEW THAT CERTAIN CONCESSIONS AGREEMENT, DATED DECEMBER 5, 2008 WITH BUSINESS TRAVELER SERVICES, INC. FOR A PERIOD OF THREE (3) YEARS AS STIPULATED IN LEASE AGREEMENT FC-6007000088; AND FOR OTHER PURPOSES.**

**Council Meeting Date:** 10/07/13

**Legislation Title:** Business Traveler Services Renewal

**Requesting Dept.:** Aviation

**Contract Type:** Agreement

**Source Selection:** N/A

**Bids/Proposals Due:** N/A

**Invitations Issued:** N/A

**Number of Bids/**

**Proposals Received:** N/A

**Bidders/Proponents:** N/A

### **Background:**

This legislation allows the City to exercise the renewal option for the Business and Entertainment Concessions Agreement with Business Traveler Services, Inc. for a period of three (3) years as stipulated in Lease Agreement FC-6007000088.

The City entered into an agreement with Business Traveler Services, Inc. on December 5, 2008 after a competitive sealed proposals selection process. The initial term of the Agreement was for seven (7) years with one three (3) year extension option. The initial term will expire on December 4, 2015. BTS has successfully operated business service centers, entertainment and specialty retail concepts in many airports. These services are broad-based to include the upgrade and development of technology as it relates to the BTS centers and stores. BTS's operational approach emphasizes how they can best serve its customers and fully understand the types of services needed. This approach dictates how the company responds operationally to meet and exceed the expectations of the customer.

The Minimum Annual Guarantee for the Business and Entertainment Concessions Agreement is \$746,616.

**Source of Funds:** N/A

**Fiscal Impact:** N/A

**Term of Contract:** Three years

**Method of Cost Recovery:** N/A

**Approvals:**

**DOF:** N/A

**DOL:** yes

**Prepared By:** Anita Williams

**Contact Number:** 404-382-2313

**Part II: Legislative White Paper:** (This portion of the Legislative Request Form will be shared with City Council members and staff)

**A. To be completed by Legislative Counsel:**

Committee of Purview:

Caption:

Council Meeting Date:

Requesting Dept.:

FAC Confirmed by:

**B. To be completed by the department:**

**1. Please provide a summary of the purpose of this legislation**

This legislation allows the City to exercise the renewal option for the Business and Entertainment Concessions Agreement with Business Traveler Services, Inc. for a period of three (3) years as stipulated in Lease Agreement FC-6007000088.

**2. Please provide background information regarding this legislation.**

The City entered into an agreement with Business Traveler Services, Inc. on December 5, 2008 after a competitive sealed proposals selection process. The initial term of the Agreement was for seven (7) years with one three (3) year extension option. The initial term will expire on December 4, 2015. BTS has successfully operated business service centers, entertainment and specialty retail concepts in many airports. These services are broad-based to include the upgrade and development of technology as it relates to the BTS centers and stores. BTS's operational approach emphasizes how they can best serve its customers and fully understand the types of services needed. This approach dictates how the company responds operationally to meet and exceed the expectations of the customer.

The Minimum Annual Guarantee for the Business and Entertainment Concessions Agreement is \$746,616.

**3. If Applicable/Known:**

(a) Contract Type (e.g. Professional Services, Construction Agreement, etc.): N/A

(b) Source Selection: N/A

(c) Bids/Proposals Due: N/A

(d) Invitations Issued: N/A

(e) Number of Bids: N/A

(f) Proposals Received: N/A

(g) Bidders/Proponents: N/A

(h) Term of Contract: N/A

4. Fund Account Center (Ex. Name and number): N/A

Fund: \_\_\_\_\_ Account: \_\_\_\_\_ Center: \_\_\_\_\_

5. Source of Funds: N/A

6. Fiscal Impact: N/A

Example: This legislation will result in a reduction in the amount of \_\_\_\_\_ to Fund Account Center Number \_\_\_\_\_.

7. Method of Cost Recovery: N/A

Examples:

- a. Revenues generated from the permits required under this legislation will be used to fund the personnel needed to carry out the permitting process.
- b. Money obtained from a local assistance grant will be used to cover the costs of this Summer Food Program.

This Legislative Request Form Was Prepared By: Deven M. Judd, Concessions Development Manager