



City of Kansas City, Missouri

Docket Memo

Ordinance/Resolution #: 240304

Submitted Department/Preparer: Aviation

Revised 8/3/23

Docket memos are required on all ordinances initiated by a Department Director. More information can be found in [Administrative Regulation \(AR\) 4-1](#).

Executive Summary

Authorizing a First Amendment to Concession Agreement with Smarte Carte, Inc., Contract #6222090042 at Kansas City International Airport.

Discussion

Authorizing First Amendment to Concession Agreement #6222090042 for 50 square feet of terminal space located at Kansas City International Airport from on or about April 1, 2024 to February 29, 2028, with the option to renew for two (2) additional one-year periods. First Amendment also approves the installation of two additional automated luggage cart machines

Beginning on or about April 1, 2024 DHL Express (USA) will pay the estimated annual lease revenue of \$8,163.50.

Fiscal Impact

1. Is this legislation included in the adopted budget? ☐ Yes ☒ No
2. What is the funding source?
Smarte Carte, Inc. Terminal Lease – Other 8300-620000-470546; Aviation Fund
3. How does the legislation affect the current fiscal year?
Legislation will create and estimated revenue of \$680.29 for the current 2024 fiscal year.
4. Does the legislation have a fiscal impact in future fiscal years? Please notate the difference between one-time and recurring costs.
Legislation will create an estimated revenue of \$8,163.50 annually.
5. Does the legislation generate revenue, leverage outside funding, or deliver a return on investment?
Legislation will create an estimated revenue of \$8,163.50 annually.

Office of Management and Budget Review
(OMB Staff will complete this section.)

- | | | |
|---|---|--|
| 1. This legislation is supported by the general fund. | ☐ Yes | ☒ No |
| 2. This fund has a structural imbalance. | ☐ Yes | ☒ No |
| 3. Account string has been verified/confirmed. | ☒ Yes | ☐ No |

Additional Discussion (if needed)

Click or tap here to enter text.

Citywide Business Plan (CWBP) Impact

1. View the [FY23 Citywide Business Plan](#)
2. Which CWBP goal is most impacted by this legislation?
Infrastructure and Accessibility (Press tab after selecting.)
3. Which objectives are impacted by this legislation (select all that apply):
 - ☒ Enhance the accessible, sustainable and better connected multi-modal transportation system
 - ☒ Develop environmentally sound and sustainable infrastructure strategies that improve quality of life and foster economic growth
 - ☒ Increase and support local workforce development and minority, women, and locally-owned businesses
 - ☐ Engage in efforts to strategically invest in the City's infrastructure and explore emerging technologies
 - ☐
 - ☐

Prior Legislation

Ordinance #230045

Service Level Impacts

This contract supports the Aviation Department's goal to maximize use of all assets while providing efficient and satisfactory services and facilities for passengers and visitors.

Other Impacts

1. What will be the potential health impacts to any affected groups?
There are no known potential health impacts to any affected group.
2. How have those groups been engaged and involved in the development of this ordinance?
N/A
3. How does this legislation contribute to a sustainable Kansas City?
This Amendment supports our goal to utilize assets to maximize revenue while providing customer services for passengers and visitors.
4. Does this legislation create or preserve new housing units?
Please Select (Press tab after selecting)
5. Department staff certifies the submission of any applicable Affirmative Action Plans or Certificates of Compliance, Contractor Utilization Plans (CUPs), Non-Discrimination documents, and Letters of Intent to Subcontract (LOIs) to CREO prior to the legislation entry request in Legistar.

Yes - I have submitted documents for CREO Review (Press tab after selecting)
Please attach or copy and paste CREO's review.
6. Does this legislation seek to approve a contract resulting from an Invitation for Bid?

No(Press tab after selecting)
7. Does this legislation seek to approve a contract resulting from a Request for Proposal/Qualification (RFP/Q)?

No(Press tab after selecting)