

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: February 18, 2020

Please mark one: Bill Request or Resolution Request

1. Type of Request:

- Contract/Grant Agreement Intergovernmental Agreement (IGA) Rezoning/Text Amendment
 Dedication/Vacation Appropriation/Supplemental DRMC Change
 Other:

2. **Title:** Approves Airport & Aviation Professionals, Inc. Airline Liaison Officer Contract

3. **Requesting Agency:** Department of Aviation

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: George Karayiannakis	Name: Angela Casias
Email: George.karayiannakis@flydenver.com	Email: angela.casias@flydenver.com

5. General description or background of proposed request. Attach executive summary if more space needed:

To select a new consultant to perform work as the Airline Liaison Officer (ALO) at Denver International Airport (DEN). The ALO represents the airlines' collective views while working as a liaison for, or with, DEN to address the airline/airport relationship as a business partnership. The ALO function is intended to provide a common point of contact for DEN and the airlines to facilitate the constructive working relationship necessary to address many of the complex issues in the current aviation environment. The ALO is intended to provide key project coordination between the project teams and airlines. This coordination is extremely important for the airport and airlines, specifically regarding major projects at DEN such as the Terminal Redevelopment project and Concourse Expansion.

6. **City Attorney assigned to this request (if applicable):** Ema Medic

7. **City Council District:** District 11

8. ****For all contracts, fill out and submit accompanying Key Contract Terms worksheet****

Key Contract Terms

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: RR20 0169

Date Entered: _____

Type of Contract: Professional Services

Vendor/Contractor Name: Airport & Aviation Professionals, Inc.

Contract control number: 201951049-00

Location: Denver International Airport

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

Contract Term/Duration (for amended contracts, include existing term dates and amended dates): Date of Execution (DOE) – 12/31/2022

Contract Amount (indicate existing amount, amended amount and new contract total): \$3,000,000.00

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
N/A	N/A	\$3,000,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
N/A	N/A	DOE – 12/31/2022

Scope of work:

The consultant shall perform professional airport system consulting services for the financial and economic management at DEN. Such services shall be performed at the direction of DEN management in accordance with the schedules and budgets to be mutually agreed upon. When specifically requested and directed by DEN management, the consultant shall provide services on matters affecting DEN, including the following areas:

- 1) General ALO activities;
- 2) Business and financial services;
- 3) Capital program review and technical services; and
- 4) Other technical and analytical support as needed.

Was this contractor selected by competitive process? Yes **If not, why not?**

Has this contractor provided these services to the City before? Yes No

Source of funds: O&M

Is this contract subject to: W/MBE DBE SBE XO101 ACDBE N/A

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): N/A

Who are the subcontractors to this contract? N/A

To be completed by Mayor's Legislative Team:

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Date Entered: _____