

## **SECOND AMENDMENT TO CONTRACT**

**THIS SECOND AMENDMENT TO CONTRACT**, is made and entered into as of the date stated on the signature page (“Effective Date”), by and between the CITY AND COUNTY OF DENVER, a municipal corporation of the State of Colorado (“City”), and Airport & Aviation Professionals, Inc., a Florida corporation organized and existing under and by virtue of the laws of the State of Colorado, (“Consultant”).

### **WITNESSETH:**

**WHEREAS**, the City owns and operates Denver International Airport (“DIA” or the “Airport”); and

**WHEREAS**, the City and Consultant entered into the Agreement for Professional Services, dated January 16, 2014 (“Initial Contract”), and the First Amendment to Contract, dated December 15, 2016 (“First Amendment”) (collectively, the Initial Contract and First Amendment are the “Existing Contract”) wherein Consultant agreed to assist the City with airline liaison services; and

**WHEREAS**, the City now wishes to amend the Existing Contract with this Second Amendment; and

**WHEREAS**, Consultant is willing and able to perform the Work; and

**NOW, THEREFORE**, for and in consideration of the premises and other good and valuable consideration, the parties hereto agree as follows:

1. Paragraph 4(A), Maximum Contract Amount: Funding, is hereby deleted in its entirety and replaced with the following.

A. Notwithstanding any other provision of this Agreement, in no event shall the City be liable for payment for services rendered and expenses incurred by Consultant under the terms of this Agreement for any amount in excess of the sum of Five Million Two-Hundred Twenty-Sixy Thousand and Twenty Two Dollars (\$5,226,022.00) (the “Maximum Contract Amount”).

2. New Exhibit A-1, which includes additional information regarding the Scope of Work, is added to the Existing Contract through this Second Amendment.

3. Exhibit B to the Existing Contract is hereby replaced with new Exhibit B attached to this Second Amendment.

4. Except as modified by this Second Amendment, all of the terms and conditions of the Existing Contract shall remain in full force and effect.

5. This Second Amendment shall not be effective or binding on the City until approved and fully executed by all signatories of the City and County of Denver.

**[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]**

**Contract Control Number:**

IN WITNESS WHEREOF, the parties have set their hands and affixed their seals at Denver, Colorado as of

SEAL

**CITY AND COUNTY OF DENVER**

ATTEST:

By \_\_\_\_\_

\_\_\_\_\_

APPROVED AS TO FORM:

REGISTERED AND COUNTERSIGNED:

By \_\_\_\_\_

By \_\_\_\_\_

By \_\_\_\_\_



**Contract Control Number:** PLANE-201311731-02

**Contractor Name:** AIRPORT & AVIATION PROFESSIONALS, INC.

By:  \_\_\_\_\_

Name: LUIS SALOMON  
(please print)

Title: PRESIDENT  
(please print)

**ATTEST: [if required]**

By: \_\_\_\_\_

Name: \_\_\_\_\_  
(please print)

Title: \_\_\_\_\_  
(please print)



## Exhibit A-1

### Anticipated Tasks

AvAirPros will continue to provide support services as outlined in the initial 2014 contract. These services focus on three major areas of work.

- General Airline Liaison Office (ALO) Activities
- Business and Financial Services
- Capital Program Review and Technical Services

#### General Airline Liaison Office (ALO) Activities

Staffing Level	0.25 FTE
Personnel	Kottayam V. Natarajan Jr.
Scope	Continued scope as per existing contract

#### Business and Financial Services

Staffing Level	1.5 FTEs
Personnel	Zoe Reyes & Liz Davidson
Scope	Continued scope as per existing contract including:

- ERP Post Implementation Support
- PROPworks Post Implementation Support
- Business Process Alignment Support

#### Capital Program Review and Technical Services

Staffing Level	3 FTEs
Personnel	Scott Rohan, Vanessa Valerio, & Additional Staff TBD
Scope	Continued scope as per existing contract including support of:

- Great Hall Project
- Concourse Expansion Projects
- Baggage System Projects
- Other critical projects

#### Detailed Project Support Tasks:

- Coordinate project meetings and Airline interaction with project teams including:
  - Leading Weekly CRE Calls
  - Leading ATR Briefings
  - Monthly Status Reports
- Participate in Project Steering Committee meetings with Airport and project staff
- Monitor program schedules & budgets and coordinate impacts with Airport and Airlines
- Perform industry benchmarking on systems and technologies to ensure DEN has the most successful projects. e.g.:

## Exhibit A-1

- Self Service Ticket Counters
  - TSA systems (e.g. ASL Lanes)
  - BHS ICS Carts
- Assist the Airlines and DEN in coordinating Airline transitions (Operational Readiness) into new spaces created by projects.
- Ensure the successful transition from construction to operations including detailed coordination and planning with multiple stakeholders within each Airline.
- Attend all design and construction meetings for all projects
- Review and provide input on all design submittals, including current construction documents
- Review program schedules against construction progress
- Review all phasing documents and provide recommendations to ensure operational impacts are mitigated in coordination with DEN Operations
- Survey the Airlines as appropriate for project related questions, (e.g. Communication Room sizes and wheelchair operations)
- Coordinate MOP's with local Airline staff
- Coordinate with projects for testing, commissioning, and airline coordination (e.g. baggage systems)
- Assist the Airlines and DEN in mitigating impacts to operations during transition periods
- Assist in ensuring Airline continuity of operations through the multiple phases of each project

## Exhibit B:

2019

ERP		rate	hours	expenses	monthly	12 months
Zoe Reyes	Managing Director	\$ 248	170	\$ 7,000	\$ 49,160	\$ 589,920
Liz Davidson	Senior Director	\$ 233	85	\$ 2,000	\$ 21,805	\$ 261,660
ATR						
Scott Rohan	Senior Director	\$ 233	170	\$ 150	\$ 39,760	\$ 477,120
Vanessa Valerio	Director	\$ 216	170	\$ 150	\$ 36,870	\$ 442,440
ALO						
Kottayam Natarajan	Snr. Managing Dir.	\$ 259	50	\$ 1,000	\$ 13,950	\$ 167,400
						\$ 1,938,540

Base Budget	\$	1,938,540
Contingency	\$	61,460
<b>Total</b>	<b>\$</b>	<b>2,000,000</b>
<b>2nd Amendment:</b>	<b>\$</b>	<b>2,000,000</b>

### Rate Structure Previously Approved

### Approved Annual Rate Structure

	2014 Contract			2017 Contract Amendment Extension Extension				
	2014	2015	2016	2017	2018	2019	2020	2021
Officer	\$234	\$243	\$253	\$261	\$269	\$277	\$285	\$294
Senior Managing Director	\$219	\$228	\$237	\$244	\$251	\$259	\$267	\$275
Managing Director	\$210	\$218	\$227	\$234	\$241	\$248	\$255	\$263
Senior Director	\$197	\$205	\$213	\$219	\$226	\$233	\$240	\$247
Director	\$183	\$190	\$198	\$204	\$210	\$216	\$222	\$229
Senior Manager	\$160	\$166	\$173	\$178	\$183	\$188	\$194	\$200
Manager	\$146	\$152	\$158	\$163	\$168	\$173	\$178	\$183
Consultant	\$133	\$138	\$144	\$148	\$152	\$157	\$162	\$167
Support	\$65	\$67	\$69	\$71	\$73	\$75	\$77	\$79