

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at MileHighOrdinance@DenverGov.org by 9 **a.m. Friday**. Contact the Mayor's Legislative team with questions

Date of Request: October 2, 2025

Please mark one: ☐ Bill Request or ☒ Resolution Request

Please mark one: The request directly impacts developments, projects, contracts, resolutions, or bills that involve property and impact within .5 miles of the South Platte River from Denver's northern to southern boundary? (Check map [HERE](#))

☐ Yes ☒ No

1. Type of Request:

☒ Contract/Grant Agreement ☐ Intergovernmental Agreement (IGA) ☐ Rezoning/Text Amendment

☐ Dedication/Vacation ☐ Appropriation/Supplemental ☐ DRMC Change

Other:

2. **Title:** Approves a revenue contract with Signature Flight Support LLC, dba Signature Aviation, a Delaware limited liability company, for a term of 30 years to lease and operate the fixed based operator at Denver International Airport, located in District 11 (PLANE- 202474715).

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

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)	Contact person for council members or mayor-council
Name: George Karayiannakis, Senior Vice President, Airline and Commercial Affairs	Name: Kevin Forgett, State and Local Legislative Advisor
Email: George.Karayiannakis@flydenver.com	Email: Kevin.Forgett@flydenver.com

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

Denver International Airport (DEN) is requesting approval of a 30-year revenue contract with Signature Aviation. DEN solicited competitive proposals from qualified businesses to operate and maintain a full-service world class Fixed Based Operator (FBO) that supports and compliments the general aviation activities that occur at DEN. An FBO is a commercial organization granted permission by an airport to provide aviation services like fueling, maintenance, and passenger amenities, primarily serving private, corporate, and general aviation aircraft.

Signature Flight Support is the current FBO leaseholder, operating the sole FBO at DEN with a 30-year lease that expired on February 28, 2025. Currently Signature is operating through a holdover clause that will terminate once the new contract has been executed. Through the procurement process, Signature Aviation was chosen through a panel as the apparent best proposer and will be the new operator of the FBO for the next 30 years after the execution of this use and lease agreement.

Please see the below executive summary.

6. **City Attorney assigned to this request (if applicable):** David Steinberger

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

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

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

Key Contract Terms

Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property): Revenue

Vendor/Contractor Name (including any dba's): Signature Flight Support LLC, dba Signature Aviation, a Delaware limited liability company

Contract control number (legacy and new): PLANE-202474715

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 contract execution, plus 30 years

Contract Amount (indicate existing amount, amended amount and new contract total):

<i>Current Contract Amount (A)</i>	<i>Additional Funds (B)</i>	<i>Total Contract Amount (A+B)</i>
Revenue	N/A	Revenue

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
30 years	N/A	30 years; 2055

Scope of work: See attached Executive Summary

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: Revenue

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

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

Signature Aviation will be subject to goals as it relates to their capital investment plan.

Who are the subcontractors to this contract? N/A

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Executive Summary

Denver International Airport Fixed Based Operator (FBO) Contract

Contract Overview

Denver International Airport (DEN) is requesting approval of a 30-year revenue contract with Signature Aviation. DEN solicited competitive proposals from qualified businesses to operate and maintain a full-service world class Fixed Based Operator (FBO) that supports and complements the general aviation activities that occur at DEN. An FBO is a commercial organization granted permission by an airport to provide aviation services like fueling, maintenance, and passenger amenities, primarily serving private, corporate, and general aviation aircraft.

Signature Flight Support is the current FBO leaseholder, operating the sole FBO at DEN with a 30-year lease that will expire on February 28, 2025. Currently Signature is operating through a holdover clause that will terminate once the new contract has been executed. Through the procurement process, Signature Flight Support was chosen through the panel as the apparent best proposer and will be the new operator of the FBO for the next 30 years after the execution of this use and lease agreement.

Main FBO Lease Area premises consisting of approximately 699,658 S.F. (16.06 acres) of land, ramp space area, terminal buildings, hangars, and other facilities listed below

- a. Executive Terminal – 9,150 S.F.
- b. Aircraft Hangar – 58,500 S.F.
- c. Maintenance Hangar – 22,678 S.F.
- d. Vehicle Maintenance Building – 5,800 S.F.
- e. Pump Building – 230 S.F.
- f. Current Apron Area – 280,000 S.F.
- g. Miscellaneous Space – 323,300 S.F.
- h. AvGas fuels islands/pumps and associated storage tanks

Through this proposal, Signature is proposing a capital investment of roughly \$62 million in facility investments to develop a campus that enhances customer experience, amenities, and prepares for the future of aviation. Signature's initiative begins with the renovation of the FBO terminal, featuring high-end amenities and our latest innovations in customer experience. Signature plans to modernize the North and South Hangars and add or repave nearly 300,000 square feet of ramp space. Beyond improving existing facilities, Signature is introducing two cutting-edge innovations at the Airport:

1. **VIP / Sports Terminal:** A standalone, 5,000-square-foot dedicated space offering the operational flexibility and privacy demanded by the most discerning private aviation travelers. It will provide a new home for Denver's sports teams and their opponents, enabling them to embark on their travel schedules quickly and efficiently.
2. **AeroPoint Business Park:** Two office buildings featuring 42,000 square feet of high-end space with views of the Front Range. This development aims to address the acute shortage of office space for professionals supporting the Airport and its ambitious expansion plans.

Vision 100 Alignment

Aligning Fixed Base Operations (FBOs) with DEN Vision 100 involves incorporating the strategic goals of the airport into FBO services, ensuring that they contribute to the vision's objectives while enhancing the broader aviation ecosystem at DEN.

The Vision 100 pillars include: Empowering our People, Growing our Infrastructure, Maintaining What We Have, and Expanding our Global Connections. The four guiding principles incorporated into the strategic plan include: Sustainability and Resiliency, Equity Diversity, inclusion and Accessibility, Operational Excellence, and Enhancing the Customer Experience.

DEN seeks an FBO operator that represents these guiding principles and pillars and welcomes our general aviation customers with a world class facility that showcases the City and County of Denver, State of Colorado, and the Rocky Mountain region. We want to welcome aircraft owners, operators, passengers, and crew with an FBO that represents and provides exceptional care and expertise. Furthermore, DEN seeks a proposal that integrates the needs of all passengers to accommodate a variety of seen and unseen disabilities.

Signature primarily supports maintaining what we have, as it is critical for DEN to have a FBO operator to support the general aviation needs of the state.

W/MBE/DBE/SBE/ACDBE Goals

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This contract is not applicable to goals, but Signature Aviation will work with DSBO for their capital investment plan.

Contract Selection Process

After BidNet opening, DEN contract managers reviewed all submissions for compliance with the requirements outlined in the RFP. This included checking for necessary certifications, insurance, and other mandatory documentation. Contract managers and project managers utilized BidNet to view and respond to questions that vendors had submitted.

DEN held a pre-proposal conference and a site visit, allowing potential vendors to ask questions, receive clarifications, and understand the project scope more clearly. After, vendors were required to submit their proposals by the deadline specified in the RFP and those proposals were required to follow the structure and guidelines outlined in the RFP document; this included responding to specific evaluation criteria, pricing, and demonstrating compliance with all project requirements.

After the proposal submission deadline, DEN utilized a panel to evaluate all proposals based on pre-defined criteria, including the below. The evaluation team reviewed each proposal and were able to request additional information or clarifications, if necessary.

- Experience and qualifications of the vendor
- Technical approach and methodology
- Cost proposal and pricing structure
- Timeline for project completion
- Sustainability practices
- Diversity and inclusion efforts

To better understand how each vendor planned to deliver the required services and/or products and ensure alignment with DEN's goals and requirements, a DEN panel held interviews from the top vendors to discuss their proposals in more detail.

After the evaluation process, DEN selected Signature Aviation as the most suitable vendor based on the RFP evaluation criteria. Signature was notified, and contract negotiations began. The contract outlines the terms, including payment schedules, performance standards, and timelines for completion. Once negotiations are complete, the contract will be executed, and Signature will begin work according to the lease agreement terms.

Moving forward, DEN will monitor Signature's performance to ensure they meet the agreed-upon specifications and deadlines. Signature will be required to provide progress reports, attend meetings, and make adjustments if needed.

Impact/Benefits

The utilization of a Fixed Base Operator at Denver International Airport brings numerous benefits and impacts for the airport, its stakeholders, and the broader aviation community. FBOs help diversify the types of aviation services available at DEN, which can help the airport tap into the private aviation and general aviation market. This diversification allows DEN to serve not only commercial aviation but also private and corporate aviation, increasing the overall appeal of the airport.

An FBO provides a wide range of services to private and general aviation, including aircraft maintenance, fueling, hangar space and operations for airlines, ground support, and passenger amenities. FBOs allow non-commercial aircraft to receive specialized attention, including personalized customer service, customs clearance, and expedited security screening. FBOs offer high-end facilities such as lounges, conference rooms, customs services, and other amenities designed to serve business travelers and private aviation passengers. This contributes to a seamless and premium travel experience for passengers flying privately or on chartered flights.

The FBO services at DEN generate significant revenue for the airport through landing fees, fuel sales, hangar rentals, and various ground support services. DEN benefits from concession revenues earned through services provided by FBOs. By utilizing FBOs, DEN strengthens its position as a major aviation hub. This can result in increased traffic and a broader customer base, by attracting a broad range of aviation customers, from private individuals to corporate clients, expanding the airport's ability to cater to different segments of the aviation industry.

The FBO at DEN employs numerous people, including ground crew, maintenance staff, customer service representatives, and operational managers. This helps to boost employment in the local economy and provides high-skilled job opportunities in aviation services. The presence of an FBO at DEN attracts high-net-worth individuals, business executives, and corporate clients who rely on private aviation. The ability to service private aircraft fosters additional business activity, such as local luxury services, hotels, and dining options, leading to a positive economic impact on the surrounding community.

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The FBO at DEN will be working to integrate sustainable practices, such as offering sustainable aviation fuel, which reduces carbon emissions from aircraft operations. The FBO utilizing energy-efficient technologies in its operations and facilities contributes to DEN’s sustainability initiatives and aligns with DEN’s broader sustainability goals to reduce the airport’s overall environmental impact.

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