

## ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team  
at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by 9 a.m. Friday. Contact the Mayor's Legislative team with questions

Date of Request: January 30, 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 contract with AvAirPros Inc. for \$5,000,000.00 and for three years with two one-year options to extend, for on-call financial management consulting services to support Denver International Airport (DEN), in Council District 11 (PLANE-202475707).

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: Chayot Ing-Aram, SVP Financial Planning	Name: Kevin Forgett, State and Local Legislative Advisor
Email: <a href="mailto:chayot.ing-aram@flydenver.com">chayot.ing-aram@flydenver.com</a>	Email: <a href="mailto:Kevin.Forgett@flydenver.com">Kevin.Forgett@flydenver.com</a>

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

AvAirPros Inc. (AvAirPros), established in 1989, has successfully and consistently delivered advisory, project management implementation support, financial and accounting consulting, financial statements preparation, audit and regulatory compliance guidance, and report-writing consulting management services to airport clients. It has been a key partner to DEN for nearly 30 years, and the team comprises seasoned Certified Public Accountants (CPAs) and Information Technologies (IT) Subject-Matter Experts (SMEs) with over 100 years of combined airport experience who bring knowledge and industry expertise to every engagement.

AvAirPros embraces the philosophy that equity, diversity, and inclusion are ethical imperatives and catalysts for innovation and growth. As an example, AvAirPros is a founding member of the Airport Minority Advisory Council (AMAC) Denver Chapter, whose objective is to promote the participation of minority-owned, women-owned, and disadvantaged business enterprises (MWBEs) in contracting opportunities and professional development at the Airport. The goal is to create an environment where diversity is celebrated and everyone, regardless of background, can thrive and contribute to DEN's shared vision.

Additionally, as DEN looks to maintain the strong financial position that it currently has, it will require the assistance of experienced professionals to ensure that it can continue to make business decisions which will continue to optimize its performance. AvAirPros will assist in the advancement of DEN's strategic plan, Vision 100, by providing that capacity and help ensure that DEN maintains strong credit ratings and can borrow at competitive rates.

*To be completed by Mayor's Legislative Team:*

Resolution/Bill Number: \_\_\_\_\_

Date Entered: \_\_\_\_\_

6. City Attorney assigned to this request (if applicable): Kevin Cain

7. City Council District: District 11

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

### Key Contract Terms

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

**Vendor/Contractor Name (including any dba's):** AvAirPros Inc.

**Contract control number (legacy and new):** PLANE-202475707

**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):**

Contract Start Date: 1/1/2025

Contract End Date: 1/1/2030

Total Term: 3 years, plus two optional one-year extensions

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

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$5,000,000	N/A	\$5,000,000

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
3 years, plus two optional one-year extensions	N/A	3 years, plus two optional one-year extensions ;1/1/2030

**Scope of work:**

#### Accounting Consulting Services:

The contractor may provide comprehensive advisory and project management services to assist the airport in implementing new Governmental Accounting Standards Board (GASB) pronouncements, which require significant effort over the next several years. Key responsibilities include developing and facilitating implementation plans with the airport accounting team, identifying necessary resources, and possibly leading the execution of these plans. The contractor may aid in communication efforts by creating presentations and participating in discussions with stakeholders. Additional functions involve assisting in analysis of financial information, developing reports from software solutions, documenting policies and procedures, drafting financial statement disclosures, and evaluating software options.

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#### ERP & Software Integration Consulting Services:

The contractor may provide comprehensive advisory and project management services to enhance the airport's existing Enterprise Resource Planning (ERP) system (Workday) by integrating additional software solutions. Key responsibilities include analyzing the current ERP system to identify gaps and areas for improvement, recommending and implementing new software integrations to boost efficiency and automation, and developing strategies to ensure seamless integration with minimal operational disruption. The contractor may manage the entire integration process—including testing, troubleshooting, and workflow optimization—and provide regular progress reports to DEN Management. Additionally, they may develop and deliver tailored training programs for staff, offer comprehensive documentation, and provide ongoing post-integration support to ensure airport personnel are proficient in using the upgraded systems.

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: Operations & Maintenance (O&M)

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

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): 14%

Who are the subcontractors to this contract?

Pamela J L'Heureux CPA, PLLC

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