

# 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: 1/18/24

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 a contract with AvAirPros, Inc. for \$8,700,000 and for a term of three years with two one-year options to extend, for airline liaison consulting services at Denver International Airport (PLANE-202368003).

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, SVP Airline and Commercial Affairs	Name: Kevin Forgett, Manager of Legislative Affairs
Email: <a href="mailto:George.Karayiannakis@flydenver.com">George.Karayiannakis@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:

This request is for a contract with AvAirPros, Inc. to provide professional airport system consulting services to establish and maintain effective lines of communication between the airport and the airlines at Denver International Airport (DEN). Such services shall be performed at the direction of DEN management, in accordance with the schedules and budgets to be mutually agreed upon.

The contract is for \$8,700,000 and for a term of three years with two one-year options to extend.

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

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):** Professional Services

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

**Contract control number (legacy and new):** PLANE-202368003

**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):**

Effective Date and will expire in three years with 2 one-year options to extend.

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

<i>Current Contract Amount</i>	<i>Additional Funds</i>	<i>Total Contract Amount</i>
<i>(A)</i>	<i>(B)</i>	<i>(A+B)</i>
\$8,700,000	N/A	\$8,700,000

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
Three years with two one-year options to extend	N/A	Three years with two one-year options to extend

**Scope of work:**

The scope of work will include, but will not be limited to, the following:

- Establish and maintain effective lines of communication between the airport and the airlines.
- Participate in regularly scheduled DENAAC meetings as well as other meetings such as the Finance Subcommittee or any other special working group meetings.
- Coordinate scheduling of meetings and conference calls among airlines as well as meetings between the airport and the airlines.
- Provide a single, coordinated response to the Airport that represents the consensus view, when possible, of the airlines on various issues.
- Respond to requests for information and/or assistance from individual airline representatives.
- Additional tasks assigned by DEN Management

**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 and 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):** This project is covered under D.R.M.C. Chapter 28 Article V. In accordance with the D.R.M.C., DSBO has conducted an analysis examining the scope of work for this project, cost estimate and the existing availability of certified firms in the following NAICS code: 488119 to perform the specified services as stated in the business utilization request form. DSBO has established that no DSBO program will apply.

**Who are the subcontractors to this contract?** N/A

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