

ORDINANCE/RESOLUTION REQUEST

All Fields must be completed

Incomplete request forms will be returned to sender which may cause a delay in processing.

Please mark one: Bill Request or Resolution Request Date of Request: 9/19/2022

1. Type of Request:

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

2. Title: Approves the GRA Incorporated professional services contract for air service development consulting services.

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: Carolina Flores
Email: George Karayiannakis@flydenver.com	Email: Carolina.Flores@flydenver.com

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

The proposed contract is for professional services in support of the retention and expansion of domestic air travel through Denver International Airport (DEN) by providing analysis, research and expertise as it pertains to air service development efforts at DEN.

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

7. City Council 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: Professional Services > \$500K

Vendor/Contractor Name: GRA Incorporated

Contract control number: 202264037-00

Location: Department of Aviation

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): 3 Years

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)
N/A	N/A	\$600,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
N/A	N/A	3 Years From Execution Date

Scope of work:

This request is related to a competitive Request for Proposal (RFP) process that resulted in the selection of two consultants to provide professional services in support of the retention and expansion of domestic and international air travel through Denver International Airport (DEN). Scope of work includes, but is not limited to, the following tasks: passenger traffic route proposals and forecasts, economic impact analyses, strategic planning as it relates to air service, contingency planning as it relates to air service, catchment area studies, routine air service benchmarking, and research and analysis. The selected consultant(s) will:

- a. Prepare economic impact analyses of existing or new service;
- b. Prepare new international air service feasibility studies and route forecasts;
- c. Monitor the profitability of hub networks and specific air service routes;
- d. Review, critique and edit independent analyses, forecasts, proposals and presentations prepared by DEN;
- e. Support the development catchment areas studies or other relevant studies as directed by DEN;
- f. Educate and assist in the coalescing of businesses and vested community members in the metropolitan Denver region and the State of Colorado on the importance of improved air service and its positive economic impact on the region and state;
- g. Monitor bilateral and multilateral aviation agreements and analyze their impact on air service at DEN;
- h. Assist in the development of strategic plans and contingency plans related to changes in air service; and
- i. Assist DEN in arranging appointments with senior airline staff for specific air carrier service proposals.

Was this contractor selected by competitive process? Yes

If not, why not?

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

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

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

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