



Legislation Text

File #: 24-0099, Version: 1

**Contract Request Template (Contracts; IGAs; Leases)**

**Date Submitted: 1-29-2024**

**Requesting Agency: DEN**  
**Division:**

**Subject Matter Expert Name: Kevin Forgett**  
**Email Address: Kevin.forgett@flydenver.com**  
**Phone Number:**

**Item Title & Description:**

*(Do not delete the following instructions)  
These appear on the Council meeting agenda. Initially, the requesting agency will enter a 2-3 sentence description. Upon bill filling, the City Attorney's Office should enter the title above the description (the title should be in **bold** font).*

*Both the title and description must be entered between the red "title" and "body" below. Do **not** at any time delete the red "title" or "body" markers from this template.*

**A resolution approving a proposed Agreement between the City and County of Denver and AvAirPros, Inc. concerning airline liaison consulting services at Denver International Airport.**

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 in Council District 11 (PLANE-202368003). The last regularly scheduled Council meeting within the 30-day review period is on 3-4-2024. The Committee approved filing this item at its meeting on 1-31-2024.

**Affected Council District(s) or citywide?**

**11**

**Contract Control Number:**

PLANE-202368003

**Vendor/Contractor Name (including any "DBA"):**

AvAirPros, Inc.

**Type and Scope of services to be performed:**

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 DENAAAC 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

**Location (if applicable):**

**WBE/MBE/DBE goals that were applied, if applicable (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.

**Are WBE/MBE/DBE goals met (if applicable)?**

**Is the contract new/a renewal/extension or amendment?**

new

**Was this contractor selected by competitive process or sole source?**

**Competitive process**

**For New contracts**

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