



Legislation Text

File #: 17-1355, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 11-21-17

Requesting Agency: Denver International
Division:

- **Name:** Aaron Barraza
- **Phone:** (303) 342-2261
- **Email:** Aaron.Barraza@flydenver.com <mailto:Aaron.Barraza@flydenver.com>

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 American Association of Airport Executives, Inc. (AAAE) concerning planning and hosting of AAAE, Inc. 92nd Annual Conference and Exposition at Denver International Airport.

Approves a three-year contract with the American Association of Airport Executives, Inc. (AAAE) in the amount of \$650,000 to plan and host the AAAE, Inc. 92nd Annual Conference and Exposition including sponsoring, coordinating, and managing the event scheduled from 5-10-20 through 5-13-20 at Denver International Airport. The last regularly scheduled Council meeting within the 30-day review period is on 1-2-18. The Committee approved filing this resolution by consent on 11-29-17.

Affected Council District(s) or citywide? Council District 11

Contract Control Number: (TBD)

Vendor/Contractor Name (including any "DBA"): American Association of Airport Executives, Inc. (AAAE).

Type and Scope of services to be performed: This is one of the largest aviation conferences of its kind and is expected to bring thousands of aviation professionals from across the nation to

Denver. This conference not only allows for training opportunities for locals at Denver International Airport (DEN) and other Colorado airports but will also provide more opportunities to showcase DEN as the host.

Location (if applicable):

WBE/MBE/DBE goals that were applied, if applicable (construction, design, Airport concession contracts):

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

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

Was this contractor selected by competitive process or sole source? Sole Source

For New contracts

Term of initial contract: Three years

Options for Renewal:

How many renewals (i.e. up to 2 renewals)?

Term of any renewals (i.e. 1 year each):

Cost of initial contract term: \$650,000

Cost of any renewals:

Total contract value council is approving if all renewals exercised:

For Amendments/Renewals Extensions:

Is this a change to cost/pricing; length of term; terms unrelated to time or price (List all that apply)?

If length changing

What was the length of the term of the original contract?

What is the length of the extension/renewal?

What is the revised total term of the contract?

If cost changing

What was the original value of the entire contract prior to this proposed change?

What is the value of the proposed change?

What is the new/revised total value including change?

If terms changing

Describe the change and the reason for it (i.e. compliance with state law, different way of doing business etc.)