



Committee of the Whole

Ryan Countryman

Council Initiated:

Yes

No

ECAF: 2024-2729

Motion: 24-451

Type:

Contract

Board Appt.

Code Amendment

Budget Action

Other

Requested Handling:

Normal

Expedite

Urgent

Fund Source:

General Fund

Other

N/A

Executive Rec:

Approve

Do Not Approve

N/A

Approved as to

Form:

Yes

No

N/A

Subject: Contract—Amendment No. 6 with the American Association of Airport Executives (AAAE).

Scope: Motion 24-451 would authorize the County Executive to sign Amendment No. 6¹ with AAAE for Designated Aviation Channeling and Computer Based Training.

Duration: Execution through April 1, 2026.

Fiscal Impact: Current Year Multi-Year N/A

Expenditures	2024	2025	2026	2027	Total
410-Prof. Services	\$3,500	0	0	0	\$3,500
Total's	\$3,500	0	0	0	\$3,500

Revenue	2024	2025	2026	2027	Total
410-Fund Balance	\$3,500	0	0	0	\$3,500
Total's	\$3,500	0	0	0	\$3,500

Amendment No. 6 would increase the total not to exceed amount of the contract with AAAE to \$238,450.

Authority Granted: Authorization for the Executive to sign Amendment No. 6.

Background: The Airport wishes to amend an existing contract for training with AAAE to include Safety Management System (SMS) training and non-discrimination Title VI training for compliance with Federal Aviation Administration guidelines. AAAE provides airport related training to meet Federal Aviation Administration compliance requirements. AAAE also ensures data transmitted to the Transportation Security Administration is secure in accordance with Federal Information Security Management Act and related federal security policies. The County selected AAAE in 2018 to provide training under RFP 15-18SR and motion 18-144. Several earlier amendments have extended this contract and expanded its scope. The current Amendment No. 6 would provide the needed SMS and non-discrimination training for \$3,500.

Motion 24-451 would approve contract Amendment No. 6 with AAAE.

Request: Consideration during Committee of the Whole on November 12, 2024.

¹ Council staff notes that that this is the sixth contract amendment with AAAE, and the footer of contract amendment document identifies it as such. However, the first section heading of the amendment document says, "Amendment No. 5". The document that is subject of Motion 24-451 is the one identified as No. 6 in the footer for an amount of \$3,500.