

SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington

MOTION NO. 24-451

AUTHORIZING THE SNOHOMISH COUNTY EXECUTIVE TO SIGN AMENDMENT NUMBER 06 WITH THE AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES (AAAE) FOR DESIGNATED AVIATION CHANNELING (DAC) AND COMPUTER BASED TRAINING (CBT) SERVICES AT SNOHOMISH COUNTY AIRPORT

WHEREAS, the Airport requires a contract amendment to include Safety Management System (SMS) training and nondiscrimination Title VI training for compliance with recent Federal Aviation Administration (FAA) guidelines; and

WHEREAS, AAAE is a company that is focused exclusively on airports, providing airport related training; and

WHEREAS, the County selected AAAE pursuant to RFP 15-18SR as the best company for online training and DAC services to support TSA compliance at the Airport; and

WHEREAS, the online training services will help the Airport meet FAA Part 139 compliance; and

WHEREAS, the system will automate daily tasks and maintain record compliance at a reasonable cost; and

WHEREAS, the contract amendment increases compensation by \$3,500, with a total contract value not to exceed \$238,450;

NOW, THEREFORE, ON MOTION, the County Council authorizes the County Executive to sign Amendment No. 6 with the American Association of Airport Executives in the form attached hereto.


PASSED this 12th day of November, 2024.

SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington



Council Chair

ATTEST:



Deputy Clerk of the Council

CONSULTANT: American Association of Airport Executives
CONTACT PERSON: Kyle Herbig
ADDRESS: 601 Madison Street
Alexandria, VA 22314
FEDERAL TAX ID NUMBER/U.B.I. NUMBER: 51-0094939
TELEPHONE/FAX NUMBER: 703-797-2542
COUNTY DEPT: Airport
DEPT. CONTACT PERSON: Brad Widrig
TELEPHONE/FAX NUMBER: 425-388-5110
PROJECT: Designated Aviation Channeling Services and
Computer Based training
ORIGINAL AMOUNT: \$85,700
AMENDMENT No. 6 AMOUNT: Not to Exceed \$3,500
CONTRACT TOTAL: Not to Exceed \$238,450
FUND SOURCE: 410-5216804101
CONTRACT DURATION: Through April 1, 2026

AMENDMENT NO. 5 TO AGREEMENT FOR PROFESSIONAL SERVICES

THIS AMENDMENT (the "Amendment") is made by and between SNOHOMISH COUNTY, a political subdivision of the State of Washington (the "County"), for services at the Snohomish County Airport at Paine Field, and the American Association of Airport Executives (AAAE), a wholly owned and operated not-for-profit entity (the "Contractor"). In consideration of the mutual benefits and covenants contained herein, the parties agree as follows:

1. Purpose of Agreement; Additional Scope of Services. The purpose of this Amendment is to add an additional scope of work to include two new training modules for non-custom Title VI and SMS trainings. Compensation for the additional work shall not to exceed \$3,500, as shown on Schedule Exhibit B.
2. Compensation. This Amendment amends original contract Section 3, Compensation, with the attached Schedule Exhibit B.
3. All other terms and conditions of the Agreement, not inconsistent with this Amendment, shall remain in full force and effect.

SNOHOMISH COUNTY:

Boungjaktha,
Neepaporn

Digitally signed by Boungjaktha,
Neepaporn
Date: 2024.11.12 13:39:39 -08'00'

County Executive Date

Approved as to form only:

Deputy Prosecuting Attorney Date

CONTRACTOR AAAE:



Ben Hubbard

7/22/2024

Date



Legal Counsel to the Contractor

7/22/2024

Date

COUNCIL USE ONLY

Approved 11/12/2024

ECAF # 2024-2729

MOT/ORD Motion 24-451

**Schedule Exhibit B
Additional Scope of Work / Compensation**



**Exhibit B
Fees and Payment**

Airport shall pay the fees set forth in this Exhibit for the Services performed by AAAE as outlined in the Agreement.

Fees for development of IET-LS Courses and Software

COURSE	DESCRIPTION	PRICE
Safety Management Systems (NEW) <ul style="list-style-type: none"> • Virtual Instructor • Non-Custom • Captions 	This safety management systems (SMS) training course provides employees and tenants an overview of the airport's SMS plan. It highlights the airport's safety culture, clarifies the badge holder's reporting responsibilities, reviews tools that airports use related to the SMS plan, and it gives examples the badge holder can follow to demonstrate compliance.	\$2,500
Title VI Training <ul style="list-style-type: none"> • Non-Custom • Captions 	This course covers: Title VI prohibits discrimination on the grounds of race, color or national origin (including limited English proficiency (LEP)), sex (including sexual orientation and gender identity), creed, or age as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 (PL 100.259), Section 520 of the Airport and Airway Improvement Act of 1982, and related authorities (hereafter, "Title VI and related requirements"), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity that receives U.S. Department of Transportation (DOT) funding. Title VI also prohibits retaliation for asserting or otherwise participating in claims of discrimination.	\$1,000
Total: Training Course Costs		\$3,500

TOTAL COSTS FOR DEVELOPMENT OF IET-LS

IET-LS Course Production	\$3,500
TOTAL	\$3,500