



# Planning and Community Development

Ryan Countryman

Council Initiated:

Yes

No

**ECAF:** 2024-0265

**Motion:** 24-109

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. 5 with the American Association of Airport Executives (AAAE).

**Scope:** Motion 24-109 would authorize the County Executive to sign Amendment No. 5 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	\$9,100	\$9,100	0	0	\$18,200
<b>Total's</b>	<b>\$9,100</b>	<b>\$9,100</b>	<b>0</b>	<b>0</b>	<b>\$18,200</b>

Revenue	2024	2025	2026	2027	Total
410-Fund Balance	\$9,100	\$9,100	0	0	\$18,200
<b>Total's</b>	<b>\$9,100</b>	<b>\$9,100</b>	<b>0</b>	<b>0</b>	<b>\$18,200</b>

Amendment No. 5 would increase the total not to exceed amount of the contract with AAAE to \$234,950.

**Authority Granted:** Authorization for the Executive to sign Amendment No. 5.

**Background:** The Airport wishes to extend an existing contract for training with AAAE by two years. This would include continuation of an annual maintenance and support expense of \$9,100. 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. The original contract amount was \$85,700 and for a duration of two years. The contract provides for extension by a total of ten years in increments of two years each. Some of the prior amendments expanded on the original scope of the training in addition to extending the annual maintenance and support costs. Two of the four previous amendments have included two-year extensions. Two additional two-year extensions would remain possible after Amendment No. 5.

**Request:** Move Motion 24-109 to Committee of the Whole on March 27 for consideration.