

DENVER INTERNATIONAL AIRPORT  
DEN COMMERCE HUB  
ACDBE COMMITMENT FORM



**Proposal for:**

Concession Type

,

Name of Concession Opportunity

**SECTION A – PROPOSER INFORMATION**

**Name of Firm:**

**Address:**

**City:**

**State:**

**Zip:**

**Contact Person:**

**Telephone:**

**Email:**

**Is your firm ACDBE Certified:**      *Yes, If Certified, Attach Certification Letter*      No

**SECTION B – ACDBE COMMITMENT**

The ACDBE goal on this concession is \_\_\_\_\_%.

*NOTE: DEN will only credit ACDBE participation that is certified as such by the DEN Commerce Hub or the Colorado Department of Transportation.*

1. The undersigned proposer/concessionaire has satisfied the ACDBE concession requirements in the following manner (please check the appropriate space).

The proposer is committed to a minimum of \_\_\_\_\_% ACDBE goal utilization on this concession contract which meets or exceeds the ACDBE goal on this concession opportunity. The amount and type of participation proposed will become a firm commitment in the Lease Agreement.

The proposer, unable to meet the ACDBE goal, is committed to a minimum of \_\_\_\_\_% ACDBE utilization on this concession contract and submits its documentation demonstrating good faith efforts.

The proposer is unable to meet the ACDBE goal and submits documentation demonstrating good faith efforts.

2. Identify ACDBE sub-concessionaire, ACDBE joint venture partner, ACDBE equity partnership or other legal ACDBE business arrangement that meets ACDBE goal and eligibility standards in 49 CFR Part 23.



**NOTE: An ACDBE Letter of Intent must be submitted for all ACDBE suppliers listed below. Attach copy of the ACDBE Certification Letter for all ACDBEs, regardless of participation type.**

Name & Address of ACDBE Firm	Role of ACDBE	% Level of Participation

(Use Additional Sheets if Necessary)

**ACDBE UTILIZATION – VENDOR/SUPPLIERS OPPORTUNITIES**

**NOTE: Complete only if suppliers will be used to meet any portion of the ACDBE goal**

List all actual and anticipated major vendors/suppliers; include both ACDBE and non-ACDBE, to be utilized on the concession (use additional sheets if necessary). Examples: Janitorial services, accounting services, HR services, etc.

**NOTE: DEN will only credit ACDBE participation that is certified as such by the DEN Commerce Hub or the Colorado Department of Transportation.**

Name and Address of Company	Business Area	Work to be Performed or Goods/Services to be provided	Estimated Amount (\$)	ACDBE		LOI & Cert Letter Attached
				Y	N	

(Use Additional Sheets if Necessary)

SECTION C – GOOD FAITH EFFORTS

**NOTE: Complete only if the ACDBE goal was not achieved.**

The following items are minimally considered as good faith efforts and demonstrate specific initiatives made in attempting to achieve the concession specific ACDBE goal. Proposers are not limited to these particular areas and may include other efforts deemed appropriate. Please feel free to elaborate on any question below.

GOOD FAITH EFFORT QUESTIONS	Y	N
1. If applicable, did you attend pre-proposal conference?		
2. Did your firm request and obtain a copy of the certified ACDBE firms?		
3. Were ACDBE firms contacted or solicited for concession participation?		
4. Provide listing of solicited ACDBE firms with whom contact was made? Please identify name of company, contact person, date, phone number and briefly describe nature of solicitation. <b>(Include as an Attachment)</b>		
5. Was direct contact made with the DEN Commerce Hub office? If yes, please identify date/person contacted and assistance sought. <b>(Include as an Attachment)</b>		
6. Identify all ACDBE support agencies/associations contacted for ACDBE assistance or solicitation (Minority Chambers of Commerce, purchasing councils, contractor groups, etc.). <b>(Please attach copies of solicitation letters of assistance and/or describe, as an Attachment to this section, the personal contact made)</b>		
7. Were concession-related opportunities to this project advertised in minority/women newspapers and trade journals? <b>(If yes, please include a copy of the advertisement or detail the name of the publication(s), date of advertisement and describe the solicitation)</b>		
8. Were copies of concession RFP furnished to any ACDBEs?		
9. Identify efforts made to assist interested ACDBEs in obtaining bonding, insurance, or line of credit. <b>(Please detail any assistance that was provided or if they were referred, to whom)</b>		
10. Discuss efforts made to define additional elements of the work proposed to be performed by ACDBEs in order to increase the likelihood of achieving the ACDBE goal.		
11. List, as an Attachment, all ACDBE negotiations and/or bids received but rejected. Identify company name, contact person, telephone number, date, trade area and the reason for rejecting the proposal or bid.		
12. Discuss any other effort(s) aimed at involving ACDBEs <b>(Include as an Attachment)</b> : (a) Identify any specific efforts to divide work, in accordance with normal industry practices, to allow maximum ACBE participation. (b) Discuss joint ventures initiatives, requesting second-tier ACDBE subcontracting, etc., if any. (c) List all other good faith efforts employed, please elaborate. (d) Discuss types of participation considered. If any methods were not pursued, please provide the rationale behind this decision.		

**SECTION D - AFFIRMATION**

*I HEREBY AFFIRM THAT THE ABOVE INFORMATION IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I FURTHER UNDERSTAND AND AGREE THAT, THIS DOCUMENT SHALL BE ATTACHED THERTO AND BECOME A BINDING PART OF THE CONCESSION CONTRACT.*

NAME AND TITLE OF AUTHORIZED OFFICIAL: \_\_\_\_\_

SIGNATURE:  
\_\_\_\_\_

DATE: \_\_\_\_\_

**For Questions or to Return Documents:**  
Denver International Airport  
ATTN: Mark White  
DEN Commerce Hub  
Airport Office Building | 9th Floor  
8500 Peña Boulevard | Denver, CO 80249-6340  
  
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