

I. ATTACHMENT 2, SOQ FORMS

Attachment 2, Part 1 SOQ Acknowledgement Letter

City and County of Denver
DENVER INTERNATIONAL AIRPORT

Respondent: _____ Date: _____

Pam Dechant
Acting Senior Vice President, Concessions
Administration Office Building (AOB)
Denver International Airport
8500 Pena Boulevard
Denver, Colorado 80249-6340

In response to the Request for Qualifications (RFQ) dated February 27, 2018 for RFQ NO. 201738496, the undersigned hereby declares that I have carefully read and examined the submittal documents and hereby propose to perform and complete the work as required in the Scope of Work. Attached hereto are the completed responses to Parts 2, 3, 4, 5 and 6 of the SOQ Forms.

I agree that this submittal constitutes a valid offer to negotiate an Agreement with the City and County of Denver (City) to perform the work described in the submittal documents.

After final agreement on the terms of the Agreement has been reached I agree to execute the Agreement, which will be prepared by the City, in a timely manner.

I acknowledge receipt and consideration of the following addenda to the submittal documents:

Addenda Numbers: _____

I, the undersigned, certify that I have examined and am fully familiar with the submittal documents and that I have satisfied myself with the respect to any questions I have regarding the RFQ which could in any way affect my understanding of the Scope of Work of my estimate of the revenue thereof.

Signature: _____

Type or print name: _____

Respondent's Business Address: _____

E-mail address: _____

Attachment 2, Part 2 SOQ Data Form

City and County of Denver
DENVER INTERNATIONAL AIRPORT
(Please use this form)

Name Of Respondent: _____

Address: _____

Phone: _____ Fax _____

Email: _____

Federal Identification Number: _____

Principal In Charge (Name & Title): _____

Equal Employment Opportunity Officer: _____

Name(s) Of Professional And Public Liability Insurance Carrier(s):

Parent Company Information
(If Applicable)

Name of Company: _____

Address: _____

Phone: _____ Fax: _____

Contact Person: _____

Submittal is for (check one):

- Sole Proprietorship
- Partnership
- Corporation

If this is a corporation, then you are the (check one):

- Subsidiary
- Parent Company

Is this a joint venture?

- YES
- NO

If this is a joint venture, a certified copy of the Joint Venture Agreement must accompany this proposal.

Licenses to perform work (issuing authority, date and validity—please provide copies of all listed):

CERTIFICATION

The undersigned certifies that to the best of his/her knowledge, the information presented in this Submittal Data form is a statement of fact and that the Respondent has the financial capability to perform the work described in the Respondent's documents.

Signature _____ Title _____

Print Name _____

Date _____

Attachment 2, Part 4 Disclosure of Legal and Administrative Proceedings, and Financial Condition

Attach financial information as required in Section 1-13 (G) – Financial Information

City and County of Denver

DENVER INTERNATIONAL AIRPORT

(Please use this form)

If no disclosure required in accordance with 1-13, please sign affirmation statement.

I affirm that _____(Respondent) has not been involved in any legal or administrative proceedings which involve a claim in excess of \$50,000; has not filed bankruptcy within the last 10 years; has not been debarred or suspended from bidding on any Federal, State or local government procurements; and neither the Respondent nor its key employees have been convicted of a bid related crime, violation or felony in the last 5 years.

Signature _____ Title _____

Print Name _____

Date _____

If disclosure is required in accordance with 1-13, please use the following space to provide information. If additional space is needed, please attach additional pages.

Attachment 2, Part 6 Percentage Fee Rate

NAME OF RESPONDENT: _____

1. Projected Gross Sales

The City requests Respondents provide a projection of Gross Sales (total amounts generated from advertisements sold) for the first year of advertising sales on the Welcome Sign for both a full advertising program and a limited on-premises advertising program. During the negotiation phase of this procurement, the Successful Respondent(s) will be required to provide further detail explaining these projections.

Projected Gross Sales [full program] (in numerals)	_____
Projected Gross Sales [full program] (written)	_____
Projected Gross Sales [on-premises] (in numerals)	_____
Projected Gross Sales [on-premises] (written)	_____

2. Percentage Fee Range

The City requests Respondents provide a Percentage Fee Range, reflecting the percentage of gross sales Respondents' project it will cost to provide the services outlined in the Scope of Work for this RFQ. During the negotiation phase of this procurement, the Percentage Fee Rate will be set by the Successful Respondent(s) and the City and incorporated into an executed agreement.

Percentage Fee Range (in numerals)	_____ %
Percentage Fee Range (written)	_____ percent

*City is under no obligation to accept the lowest range submitted.

2. CONDITIONS OF RESPONDENT'S SUBMITTAL

This submittal constitutes a firm offer to provide services to City and may be accepted by the City at any time within 120 days of April 26, 2018. City, with Respondent's approval, may extend this offer after the aforementioned date.

Signature:	Title:
Printed Name:	Date:

Attachment 2, Part 8 Political Contributions And/ Or Donations Disclosure Certificate

The disclosures in this Certificate pertain to the person(s) or business entity(s) seeking award of this opportunity as well as the following individuals: the person’s spouse; any officer, director, or principal of the business entity(s) or his or her spouse; or any shareholder who owns or controls five percent or more of the stock in the business entity(s) or his or her spouse (“relevant persons”).

1. Contractor/Lessee/Concessionaire Information:

Name: _____
 Address: _____
 Phone: _____

Title and brief description of Contract/Lease/Concession Opportunity with reference number, if available:

2. Political Contributions. Within the last five (5) years has any relevant person made any political contribution or contribution in-kind to any current City and County of Denver elected official?
 YES: NO:

If the answer to the foregoing question in YES, provide the following:

Name of Contributor	Elected Officer to whom contribution was made	Date of Contribution	Amount of Contribution

*(Attach additional pages if necessary).

3. Solicited Donations to Charitable Organizations. Within the last five (5) years, has any relevant person made any donation or donations in an aggregate amount of one thousand dollars (\$1,000.00) or more to any charitable organization, having been personally and directly solicited to do so by any current City and County of Denver elected official?
 YES: NO:

If the answer to the foregoing question in YES, provide the following:

Name of Donor	Elected Officer who solicited donation	Date of Contribution	Amount of Donation	Purpose of Donation

(Attach additional pages if necessary).

4. **Donations to the City and County of Denver.** Within the last five (5) years, has any relevant person made any donation or donations in an aggregate amount of one thousand dollars (\$1,000.00) to the City and County of Denver itself or any of the city’s departments, agencies or programs regardless of whether or not the donation was personally or directly solicited by any current City and County of Denver elected official? YES: NO:

If the answer to the foregoing question in YES, provide the following:

Name of Donor	Date of Donation	Amount of Donation	Purpose and Recipient of Donation

*(Attach additional pages if necessary.)

On behalf of the Person or Business awarded the contract, lease or concession set forth above, I hereby certify that the foregoing information is correct and complete and filed in accordance with requirements of Sec. 20-69 of the Denver Revised Municipal Code.

Signature: _____

Name (print): _____

Title: _____

Date: _____