

## Key Contract Terms

Type of Contract:

X Contract > \$500K

Vendor/Contractor Name: Staples Advantage

Contract control number: MPO 5963L0115

City's contract manager: Melissa Bordwine

Was this contractor selected by competitive process? This MPO was awarded using a national cooperative agreement, selected pursuant to the National Joint Powers Alliance (NJPA) contract 110415-SCC, which was competitively bid. The NJPA is a municipal contracting agency established by the State of Minnesota for government and education agencies.

Has this contractor provided these services to the City before? Yes, Staples Advantage has been providing janitorial supplies to the City through the NJPA contract since January 2013.

Term/Duration of contract/project: February 1, 2016 to January 31, 2020, with one annual renewal option.

Is this a new contract? yes An amendment? no How many amendments? \_\_\_\_

Renewal terms: The City and the vendor may mutually agree to no more than one annual renewal, at the same terms and prices as those in the original Master Purchase Order.

Purpose: To supply janitorial supplies, including paper towels, toilet tissue, trash liners, and cleaning products to agencies such as Denver International Airport, Arts & Venues, the Sheriff Department, Parks & Recreation and General Services.

Scope of services with performance bench marks: To supply janitorial supplies to various City agencies as ordered.

Cost/value: \$12,000,000.00

Source of funds: Individual City agencies use their p-cards to place online orders.

Benefits: Online ordering, environmentally preferable products, MBE participation, next day delivery on most orders

Termination provision for City and for contractor: The City may terminate, at any time and for any reason, immediately upon providing written notice.

Is this contract subject to: \_\_\_ W/MBE \_\_\_ DBE \_\_\_ ACDBE \_\_\_ SBE X XO 101

WBE/MBE/DBE commitments:

Although this Agreement is exempt from the MWBE ordinance due to it being a cooperative agreement, Staples has committed to a minimum of thirty percent MWBE participation. Staples is currently partnering with Faison to provide services for three agencies: Denver Sheriff Department, Arts & Venues and Wastewater.

Location: Citywide

Affected Council District: All