

**ORDINANCE/RESOLUTION REQUEST**

Please email requests to the Mayor’s Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by 9 a.m. Friday. Contact the Mayor’s Legislative team with questions

Date of Request: May 27, 2026

- 1. Please mark one:  Bill Request or  Resolution Request
- 2. Does this request directly impact property within .5 miles of the South Platte River (Check map [HERE](#))  Yes  No
- 3. Does this item fall under XO 66 (Prop 123) requiring it to skip Mayor-Council  Yes  No
- 4. Do you need to request a Waiver Request for this item  Yes  No

5. Type of Request:

- Contract/Grant Agreement  Intergovernmental Agreement (IGA)  Rezoning/Text Amendment
- Dedication/Vacation  Appropriation/Supplemental  DRMC Change  Other:

6. Title: (Start with *approves, amends, dedicates*, etc., include name of company or contractor and indicate the type of request: grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.)

Approves contract with A Family Friend HVAC LLC for \$750,000.00 with an end date of 7-31-2029, to provide on-call heating, ventilation, and air conditioning (HVAC) maintenance and repair services, citywide excluding Denver International Airport (GENRL-202684102).

7. Requesting Agency: General Services

8. Contact Person:

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)	Contact person for council members or mayor-council
Name: Roberto Avila	Name: Roberto Avila
Email: roberto.avila@denvergov.org	Email: roberto.avila@denvergov.org

9. General description or background. Attach executive summary if more space needed: (who, what, why)  
A Family Friend HVAC LLC will provide on-call heating, ventilation, and air conditioning (HVAC) maintenance and repair services Citywide, excluding Denver International Airport. The initial 3-year contract term will begin on June 1, 2026, and end July 31, 2029. The term may be extended for two (2) one (1) year renewal terms upon written amendment prior to the expiration of the current term.

10. City Attorney assigned to this request (if applicable): Brian Martin

11. City Council District: Citywide, excluding Denver International Airport

**\*\*For all contracts, fill out and submit accompanying Key Contract Terms worksheet\*\***

To be completed by Mayor’s Legislative Team:

Resolution/Bill Number: \_\_\_\_\_

Date Entered: \_\_\_\_\_

## Key Contract Terms

**Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property):**  
Standard Expenditure

**Vendor/Contractor Name (including dba):** A Family Friend HVAC LLC

**Contract control number (legacy and new):** GENRL-202684102

**Location:** Citywide, Excluding DIA

**Is this a new contract?**  Yes  No **Is this an Amendment?**  Yes  No **If yes, how many?** N/A

**Contract Term/Duration (for amended contracts, include existing term dates and amended dates):**  
6/1/2026 – 7/31/2029 (Existing)

**Contract Amount (indicate existing amount, amended amount and new contract total):**  
\$750,000.00 (Existing)

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$750,000.00	N/A	\$750,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
6/1/2026 – 7/31/2029	N/A	N/A

**Scope of work:**

A Family Friend HVAC LLC will provide on-call heating, ventilation, and air conditioning (HVAC) maintenance and repair services Citywide, excluding Denver International Airport.

**Was this contractor selected by competitive process?** Yes **If not, why not?** N/A

**Has this contractor provided these services to the City before?**  Yes  No

**Source of funds:** General Funds

**Is this contract subject to:**  W/MBE  DBE  SBE  XO101  ACDBE  N/A

**WBE/MBE/DBE commitments (construction, design, Airport concession contracts):** None

**Who are the subcontractors to this contract?** None

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*To be completed by Mayor's Legislative Team:*

Resolution/Bill Number: \_\_\_\_\_

Date Entered: \_\_\_\_\_