

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor’s Legislative Team

at MileHighOrdinance@DenverGov.org by **3:00pm on Monday**. Contact the Mayor’s Legislative team with questions

Please mark one: **Bill Request** or **Resolution Request** Date of Request: _____

1. Type of Request:

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

2. 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 the purchase of a Hamilton MICROLAB STARlet Liquid Handling Robotic Workstation in the amount of \$129,026.20. Funding for the purchase was awarded to the Denver Police Department through the Department of Justice FY 18 Forensic DNA Laboratory Efficiency Improvement and Capacity Enhancement Program (POLIC-201947405-00). The grant funding period is 1/1/2019 – 12/31/2021.

3. Requesting Agency: Denver Police Department

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Laura Wachter, Department of Safety	Name: Jeannie Springer
Email: laura.wachter@denvergov.org	Email: Jeannie.springer@denvergov.org

5. General description or background of proposed request. Attach executive summary if more space needed:

- City Municipal code requires ordinance approval of equipment with a single unit value of > \$50,000

6. City Attorney assigned to this request (if applicable):

7. City Council District: City-wide

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

Key Contract Terms

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

Vendor/Contractor Name: Hamilton Robotics

To be completed by Mayor’s Legislative Team:

Resolution/Bill Number: BR19 0241

Date Entered: _____

Contract control number: N/A This equipment will be secured through the City Purchasing process.

Location:

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

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):

Grant funding contract existing term: 1/1/2019 – 12/31/2021

Contract Amount (indicate existing amount, amended amount and new contract total):

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>

Scope of work:

Approves the purchase of a Hamilton MICROLAB STARlet Liquid Handling Robotic Workstation in the amount of \$129,026.20. Funding for the purchase was awarded to the Denver Police Department through the Department of Justice FY 18 Forensic DNA Laboratory Efficiency Improvement and Capacity Enhancement Program (POLIC-201947405-00). The grant funding period is 1/1/2019 – 12/31/2021. The Hamilton Robot provides high-throughput automation of sample processing and increases productivity by streamlining DNA analysis while reducing the risk of user error and decreasing hands-on analyst time. The equipment is required to meet the objectives outlined in the grant award.

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

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

Source of funds: Department of Justice, Office of Justice Programs funding under the FY 18 Forensic DNA Laboratory Efficiency Improvement and Capacity Enhancement Program (POLIC-201947405-00)

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

WBE/MBE/DBE commitments (construction, design, Airport concession contracts):

Who are the subcontractors to this contract?

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: BR19 0241

Date Entered: _____