

BILL/ RESOLUTION REQUEST

- 1. Title:** Approves a Master Purchase Order between the City and Independent Stationers for various office supplies for a one year term with the option of four yearly extensions (5595U0111).
- 2. Requesting Agency:** General Services
- 3. Contact Person *with actual knowledge of proposed ordinance***
Name: Joe Saporito
Phone: 720-913-8118
Email: joseph.saporito@denvergov.org
- 4. Contact Person *with actual knowledge of proposed ordinance who will present the item at Mayor Council and who will be available for first and second reading, if necessary***
Name: Joe Saporito
Phone: 720-913-8118
Email: joseph.saporito@denvergov.org
- 5. Describe the proposed ordinance, including what the proposed ordinance is intended to accomplish, who's involved**
 - a. Scope of Work**

This MPO between the City and Independent Stationers is for providing various office supplies. It is anticipated that the City will spend approximately \$1,500,000 per year for this service. This agreement started 1/1/2011. The initial term is for one year and there are four (4) yearly extension options.
 - b. Duration**

One year with four (4) yearly extension options
 - c. Location**

There is not one specific location
 - d. Affected Council District**

No districts are affected
 - e. Benefits**

Provides for discounted pricing for office supplies
 - f. Costs**

Costs will vary by year
- 6. Is there any controversy surrounding this ordinance, groups or individuals who may have concerns about it? Please explain.**

No. This is a piggyback off of a national cooperative contract for office supplies.

Bill Request Number: BR11-0016

Date: 1/7/2011