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

---

Date of Request: 11/9/23

Please mark one: ☐ **Bill Request** **or** ☒ **Resolution Request**

1. Type of Request:

☒ **Contract/Grant Agreement** ☐ **Intergovernmental Agreement (IGA)** ☐ **Rezoning/Text Amendment**

☐ **Dedication/Vacation** ☐ **Appropriation/Supplemental** ☐ **DRMC Change**

☐ **Other:**

2. Title: Approves a contract with US Bank, National Association for up to $1,125,000 for five years with three optional annual renewals for the purchase of citywide general banking and lockbox processing services.

3. Requesting Agency: Department of Finance

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Alyssa Garrity	Name: Carolina Flores
Email: alyssa.garrity@denvergov.org	Email: Carolina.Flores@denvergov.org

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

US Bank provides essential citywide banking services including high-volume revenue processing, disbursement, fraud detection and controls, reconciliation, and reporting.

US Bank, a current service provider, was selected through the city's competitive solicitation process in 2022-2023. The contract term is structured to support the extended, multi-layer selection and contracting processes for bank and merchant services, plus subsequent 12-month transition period of banking products and continuity of service required to maintain revenue and disbursement processing.

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

7. City Council District: N/A – citywide

8. **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 contract exceeding $500,000

Vendor/Contractor Name: US Bank, National Association

Contract control number: FINAN-202369637

Location: Citywide

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):

Initial term	1/1/2024 – 12/31/2028	Duration: 5 years
Renewal terms	1/1/2029 – 12/31/2029	Duration: 1 year
	1/1/2030 – 12/31/2030	Duration: 1 year
	1/1/2031 – 12/31/2031	Duration: 1 year
	1/1/2032 – 12/31/2032	Duration: 12 months, month-to-month

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

Current Contract Amount (A)	***Additional Funds (B)***	***Total Contract Amount (A+B)***
$1,125,000	N/A	$1,125,000

Current Contract Term	***Added Time***	***New Ending Date***
Initial 1/1/2024 – 12/31/2028 Plus three optional one-year renewal terms ending 12/31/2031 Plus 12 month-to-month renewals ending 12/31/2032	N/A	12/31/2032

Scope of work: US Bank, N.A., will provide the City with credit card processing services including high-volume online and point-of-sale revenue processing, settlement, fraud detection and controls, reconciliation, and reporting

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

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

Source of funds: Department of Finance Professional Services Budget

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

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____________________ Date Entered: __________________

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

Who are the subcontractors to this contract? N/A

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: ____________________ Date Entered: _________________