

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: 5/24/23

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: 3.2.6(e)

2. Title: Requesting 3.26(e) approval for a Master Purchase Order (MPO) Number SC-00007705 in the amount of six hundred and fifty thousand dollars to supplier MHL Systems, to supply sole source snow equipment parts.

3. Requesting Agency: Denver International Airport (DEN).

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Leann Rush	Name: Carolina Flores
Email: leann.rush@denvergov.org	Email: Carolina.Flores@flydenver.com

5. General description or background of proposed request. Attach executive summary if more space needed: Master Purchase Order (MPO) Number SC-00007705 will replace the existing MPO number SC-00005089 to supply sole source snow equipment parts. MPO term: two (2) years with three (3) available yearly extensions.

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

7. City Council District: District 11

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

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): Master Purchase Order for \$650,000.00

Vendor/Contractor Name: MHL Systems

Contract control number: SC-00007705

Location: Denver International Airport (DEN)

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): Two years plus three (3) available 1-year options to extend through May 31, 2028.

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)
\$ 650,000.00	N/A	N/A

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
Two Years Plus Three 1-year options to extend	N/A	N/A

Scope of work: Master Purchase Order (MPO) Number SC-00007705 will replace MPO number SC-00004941 to supply sole source snow equipment parts. MPO term: two (2) years with three (3) available yearly extensions.

Was this contractor selected by competitive process? No , If not, why not? Master Purchase Order has been issued in accordance with DRMC 20-64(A)(1) of the Revised Municipal Code. Sole Source Procurement

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

Source of funds: City and County of Denver Department of Aviation, Denver International Airport (DEN)

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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