

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: 5/18/2022

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: (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.)

Requesting 3.26(e) approval for contract execution of Master Purchase Order (MPO) SC-00006890 to Summit Laboratories Incorporated, in the amount of \$900,000.00 for the purchase of HVAC Water Treatment and Monitoring at Denver International Airport (DEN).

3. Requesting Agency: City and County of Denver Department of Aviation, 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: Leann Rush
Email: Leann.Rush@denvergov.org	Email: Leann.Rush@denvergov.org

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

This is for contract execution of Master Purchase Order (MPO) SC-00006890 to Summit Laboratories Incorporated, in the amount of \$900,000.00 for the purchase of HVAC Water Treatment and Monitoring of two (2) closed loop (Hot/Chilled water) systems and one (1) open loop (Cooling Tower) systems.at Denver International Airport (DEN). 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****

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):

3.26(e) request for Supplier Contract over \$500K

Vendor/Contractor Name:

Summit Laboratories Incorporated

Contract control number:

Master Purchase Order (MPO) SC-00006890

Location: N/A

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):

Master Purchase Order (MPO) established on 5/13/2022 through 5/12/2024 for two (2) years with three (3) available yearly extensions.

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

<i>Current Contract Amount (A)</i>	<i>Additional Funds (B)</i>	<i>Total Contract Amount (A+B)</i>
\$900,000.00	\$0	\$900,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
two (2) years	three (3) available years	5/12/2027

Scope of work: MPO award for HVAC WATER TREATMENT MATERIALS AND MONITORING of two (2) closed loop (Hot/Chilled water) systems and one (1) open loop (Cooling Tower) system at DEN.

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

This Master Purchase Order has been issued in accordance with DRMC 20-63(A) of the Revised Municipal Code. Formal Procedure of the Revised Municipal Code supported by IFB Proposal No. 10896A HVAC Water Treatment and Monitoring, awarded to lowest bidder Summit Laboratories Incorporated.

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

Source of funds: Planned Fleet Replacement 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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Date Entered: _____