

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at MailHighOrdinance@DenverGov.org by 9 a.m. Friday. Contact the Mayor's Legislative team with questions

Date of Request: 01/04/2024

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:** (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 Master Purchase Order SC-00008829 for Little Valley Wholesale Nursery, LLC for the purchase of balled, burlap, and container trees for Denver Parks and Recreation Forestry Division.

3. **Requesting Agency:** Denver Parks and Recreation

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)	Contact person for council members or mayor-council
Name: Ben Rickenbacker	Name: Christina Buster
Email: benjamin.rickenbacker@denvergov.org	Email: christina.buster@denvergov.org

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

Approves Master Purchase Order SC-00008829 for Little Valley Wholesale Nursery, LLC for the purchase of balled, burlap, and container trees for Denver Parks and Recreation Forestry Division.

6. **City Attorney assigned to this request (if applicable):** General Services attorney – Brian Martin

7. **City Council District:**

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):

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

\$500,000.00 Master Purchase Order

Vendor/Contractor Name (including any dba's): Little Valley Wholesale Nursery, LLC

Contract control number (legacy and new): SC-00008829

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: 01/04/2024 – 12/31/2026 with possible renewals until 12/31/2028.

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

<i>Current Contract Amount</i>	<i>Additional Funds</i>	<i>Total Contract Amount</i>
<i>(A)</i>	<i>(B)</i>	<i>(A+B)</i>
\$500,000	\$0	\$500,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
01/04/2024 – 12/31/2026	2 years	12/31/2028

Scope of work:

For the purchase of balled/burlap and container trees.

Was this contractor selected by competitive process? Yes, IFB No. 0604A **If not, why not?**

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

Source of funds:

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

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

Who are the subcontractors to this contract? N/A

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