

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: 10/14/2019 _____

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 contract execution of 201948103-00, with 3yr term for Cintas (vendor) to provide a unified branded uniform rental and purchase program to Denver International Airport.

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: Stacey Stegman	Name: Angela Casias
Email: Stacey.Stegman@flydenver.com	Email: Angela.Casias@flydenver.com

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

Currently DEN has various contracts and purchase agreements to provide uniform and branded items to workers. It is DENs desire to have a comprehensive strategy with a single contracted vendor for uniform designs for all uniformed workers. DEN is seeking a uniform company with experience in design, production, sales, rental, and full-service maintenance services to include rental, repairs, laundering and inventory management. The supplier will provide a blend of off the shelf and custom uniform design services to create a family of DEN brand inspired uniforms for all DEN uniformed employee workgroups. The scope of services will include approximately 15 different uniform designs for the various work groups around DEN. DEN has an agreement today with a vendor to provide rental garments to the Airport Infrastructure Management division. In additional divisions such as Customer Service, Volunteer Programs, and Airport Operations, allocate budget to purchase DEN branded clothing items for each of their work groups with various suppliers. This contract would centralize all branded clothing items into a single vendor, providing consistent branding, quality of craftsmanship, and ease of procurement and inventory management. Funding for this contract will come from the reallocation of each divisions uniform and clothing spending budgets combined as the new vendor would provide a "one shop" solution for all work groups.

6. City Attorney assigned to this request (if applicable): Kevin Cain

7. City Council 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: RR19 1113

Date Entered: _____

Key Contract Terms

Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property):

Expenditure – Goods and Services

Vendor/Contractor Name: Cintas

Contract control number: 201948103-00

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):

December 16, 2019 – December 16, 2022

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>
4,000,000	0.00	4,000,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>

Scope of work:

The supplier will provide custom uniform design services to create a family of DEN brand inspired uniforms for all DEN uniformed employee workgroups. In addition, supplier will provide production, rental, sales and full-service maintenance to include garment repairs, garment replacement, alterations, laundering and inventory management. The scope of services will include approximately 15 different uniform designs for the various work groups around DEN with a blend of custom created uniform pieces for work groups such as the Volunteer Ambassador program, and off the shelf rental garments for divisions such as Airport Infrastructure Management.

Was this contractor selected by competitive process? Yes

If not, why not?

DEN is choosing to use the established Cintas contract awarded through a competitive Request for Proposal (RFP) process with US Communities, a purchasing cooperative partner (CO-OP) per D.R.M.C 20-64.5 which allows the Purchasing Division to make cooperative purchases under purchase contracts of the United States Government, State of Colorado, or other governmental jurisdictions.

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

Currently Providing uniforms for the Parks and Recreation Services Division

Source of funds: Revenue

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

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

Who are the subcontractors to this contract? N/A

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