

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: **August 15, 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:** Printing and Mailing of City and County of Denver Elections Ballots. The Supplier is K&H Printers-Lithographers, Inc.

3. **Requesting Agency:** General Services Purchasing Division

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Jocelyn Bucaro	Name: Joseph Furman
Email: Jocelyn.Bucaro@denvergov.org	Email: Joseph.Furman@denvergov.org

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

This contractual agreement allows the City's Elections Division to have a designated Supplier for the printing and mailing of all City and County of Denver election ballots and envelopes for up to and including five (5) years. This Supplier was chosen through a competitive RFP process.

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

N/A

7. City Council District:

All Districts

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

Key Contract Terms

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: RR19 0857

Date Entered: _____

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

Vendor/Contractor Name: K&H Printers-Lithographers, Inc.

Contract control number: SC-00004194

Location: All Districts

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):

This contractual agreement has a start date upon City Council approval, with an initial term of lasting until 12/31/2022. The City and the Supplier have the option to execute two (2) additional mutually agreed upon annual renewals with a final contract date of 12/31/2024 being possible.

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)
\$8,000,000.00	N/A	\$8,000,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
Date of City Signature through 12/31/2022		12/31/2022

Scope of work:

The printing and mailing of all inserts and ballots for the City and County of Denver for all local, state, and national election cycles. The Supplier is required to use the Dominion Democracy Suite EMS, which was a requirement for participation in this RFP process.

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: N/A

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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