

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: 8/22/23

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 3.2.6(e) approval for a multi-year Master Purchase Order SC-00008089 to Norfolk Bearings & Supply Co. for the purchase of HVAC motors in the amount of \$750,000.00 for Denver International Airport.

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: Rita Aguilar, Rachel Gruber, Barry Burch Jr.
Email: leann.rush@flydenver.com	Email: rita.aguilar@flydenver.com , Rachel.Gruher@flydenver.com , Barry.Burch@flydenver.com

5. General description or background of proposed request. Attach executive summary if more space needed: Master Purchase Order SC-00008089 to Norfolk Bearings & Supply Co for the purchase of HVAC motors at Denver International Airport. This is a new MPO for DEN Materials Management as DEN has bid out all large HVAC motor purchases in the past.

Denver International Airport (DEN) operates approximately 400 various types and sizes of Heating, Ventilation, and Air Conditioning (HVAC) units. These units are serviced and maintained by Airport Facility Maintenance. This Master Purchase Order will allow DEN to purchase the approved DEN Standardized Baldor custom replacement HVAC motors for immediate service and stock at DEN.

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

Vendor/Contractor Name: Norfolk Bearings & Supply Co

Contract control number: Supplier Contract SC-00008089

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): This is a five-year term Master Purchase Order for two years with three renewals in the amount of \$750,000.00.

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)
\$ 750,000.00		\$ 750,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
6/30/2025	3-Years	6/30/2028

Scope of work: Purchase of Standardized Baldor custom replacement HVAC motors used at Denver International Airport.

Was this contractor selected by competitive process? Yes, Invitation for Bid (IFB) No. 11134 – **If not, why not?**

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

Source of funds: DEN Material Management

Is this contract subject to: W/MBE DBE SBE XO101 ACDBE N/A- As determined by DSBO

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): None

Who are the subcontractors to this contract? None

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Resolution/Bill Number: _____

Date Entered: _____