

UNAUTHORIZED PURCHASE FORM LETTER

RQ-00136822

 Agency: DOTI SMD Workday RQ: RQ

DEFINITIONS:

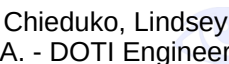
Fiscal Rule Violation¹: A purchase **equal to or under** \$25,000 that was made without a Purchase Order or Purchasing authorized procurement process. Needs cost Center Approver signature.³

Code Violation²: A purchase **over** \$25,000 that was made without a Purchase Order or Purchasing authorized procurement process. Needs signatures of Cost Center Approver and Agency head.

***Existing Purchase Order Exceeded:** A violation above may also occur when a department/agency incurs liabilities through the receipt of goods and/or services in excess of the quantities indicated on an existing purchase order.

Supplier:	J&K Trucking LLC
Products/Services	Hauling of hot mix asphalt, asphalt millings and other materials as directed by DOTI Street Maintenance.
Total Dollars:	\$1,332,877.65
Describe the circumstances that led to the unauthorized purchase: The existing agreement was amended in May to add \$1 million in funding and extend its term through November to maintain uninterrupted service during the transition to a new hauling contract. Although a new contract was already moving through the procurement process, it was delayed by several weeks due to initial questions regarding the appropriate contract type and finalization was delayed by additional legal review initiated by concerns raised by an unsuccessful proposer. The original contract ran out of funding in July, but Street Maintenance depended on the hauling service to continue operations and complete its annual paving program. Describe what actions have been instituted to prevent future violations from happening: The new hauling contract is a three-year on-call agreement that can be procured before the annual budget funds are released. This approach enables funding to be allocated incrementally each year as budget becomes available and allows for additional funding to be added without contract amendments.	

The Purchasing Division shall review this letter in line with the applicable Fiscal Rules and may require additional information from the agency, from the supplier or other appropriate sources. In some instances, the Purchasing Division may request review of the "unauthorized purchase" request and supporting documentation by the Office of the City Attorney.

Person responsible for making the purchase: (Print) Lindsey Chieduko Employee ID: 123050	Signature:  Chieduko, Lindsey A. - DOTI Engineer Digitally signed by Chieduko, Lindsey A. - DOTI Engineer DN: cn=Chieduko, Lindsey A. - DOTI Engineer, o=City and County of Denver, ou=Dept of Transportation & Infrastructure, email=Lindsey.Chieduko@denvergov.org Date: 2025.10.10 15:57:49 -06'00'	Date: 10/10/25
Cost Center Approver: (Print) Dani Abbott Employee ID: 140104	Signature:  Danielle Abbott Digitally signed by Danielle Abbott DN: cn=Danielle Abbott, o=CCD, ou=DOTI, email=danielle.abbott@denvergov.org Date: 2025.10.14 12:04:37 -06'00'	Date: 10/14/25
Agency Head (Authorized Representative): (Print) Shane O'Neill Employee ID: 225744	Signature:  O'Neill, Shane - DOTI Financial Director Digitally signed by O'Neill, Shane - DOTI Financial Director DN: cn=O'Neill, Shane - DOTI Financial Director, o=City and County of Denver, ou=Dept of Transportation & Infrastructure, email=Shane.O'Neill@denvergov.org Date: 2025.10.14 13:21:44 -06'00'	Date: 10/14/25

General Services Purchasing Division Internal Memo: Buyer to select corresponding additional data option button PO standardcomment.

¹ Violation of one or more of the following: City Charter Section 2.9.3 (A) ii; Fiscal Rule Sections 7.10 and 8.1; Executive Order 8, Paragraph 4.0; G.S.

Purchasing Division Policy

² Includes (1) above along with DRMC Section 20-63 (as applicable)

J & K Trucking
1367 Percheron Drive
Eagle, NE 68347

Invoice

Date 8/4/2025
Invoice # 1175

Bill To

City & County of Denver
DOTI
201 West Colfax Avenue Dept. 608
Denver, CO 80202

Ship To

P.O. #

Terms

Net 15

Ship Date 8/4/2025

Due Date 8/19/2025

Other

Item	Description	Qty	Price	Amount
	2021 Contract Hauling DOTI-2-2-59927-00			
Hauling	6-30/7-3-25 Tons Hauled	2,422	12.91	31,268.02
Hauling		840	13.91	11,684.40
Hauling		1,823.04	14.91	27,181.53
	Subtotal			70,133.95
Hauling	7-7/7-11-25 Tons Hauled	1,708	12.91	22,050.28
Hauling		4,424	13.91	61,537.84
Hauling		2,477.47	14.91	36,939.08
Hauling		1,489.78	15.91	23,702.40
	Subtotal			144,229.60
Hauling	7-14/7-18-25 Tons Hauled	2,828	12.91	36,509.48
Hauling		1,862	13.91	25,900.42
Hauling		2,725.32	14.91	40,634.52
Hauling		1,668.63	15.91	26,547.90
	Subtotal			129,592.32

Subtotal \$343,955.87

Sales Tax (0.0%) \$0.00

Total \$343,955.87

Payments/Credits \$0.00

Balance Due \$343,955.87

J & K Trucking

303-263-5011

J & K Trucking
1367 Percheron Drive
Eagle, NE 68347

Invoice

Date 9/18/2025
Invoice # 1176

Bill To

City & County of Denver
DOTI
201 West Colfax Avenue Dept. 608
Denver, CO 80202

Ship To

P.O. #

Terms Net 15

Ship Date 9/18/2025

Due Date 10/3/2025

Other

Item	Description	Qty	Price	Amount
	2021 Contract Hauling DOTI-2-2-59927-00			
Hauling	7-21/7-25-25 Tons Hauled	1,890	12.91	24,399.90
Hauling		4,333.09	13.91	60,273.28
Hauling		1,896.8	14.91	28,281.29
Hauling		1,390.03	15.91	22,115.38
	Subtotal			135,069.85
Hauling	7-28/8-1-25 Tons Hauled	3,178	12.91	41,027.98
Hauling		1,544.81	13.91	21,488.31
Hauling		4,198.56	14.91	62,600.53
Hauling		594.83	15.91	9,463.75
	Subtotal			134,580.57
Hauling	8-4/8-8-25 Tons Hauled	2,996	12.91	38,678.36
Hauling		392	13.91	5,452.72
Hauling		2,782.34	14.91	41,484.69
Hauling		1,432.69	15.91	22,794.10
	Subtotal			108,409.87
		Subtotal		\$378,060.29
		Sales Tax (0.0%)		\$0.00
		Total		\$378,060.29
		Payments / Credits		\$0.00
		Balance Due		\$378,060.29

J & K Trucking

303-263-5011

J & K Trucking
1367 Percheron Drive
Eagle, NE 68347

Invoice

Date 9/18/2025
Invoice # 1177

Bill To

City & County of Denver
DOTI
201 West Colfax Avenue Dept. 608
Denver, CO 80202

Ship To

P.O. #

Terms Net 15

Ship Date 9/18/2025

Due Date 10/3/2025

Other

Item	Description	Qty	Price	Amount
	2021 Contract Hauling DOTI-2-2-59927-00			
Hauling	8-11/8-15-25 Tons Hauled	882	13.91	12,268.62
Hauling		2,296.05	14.91	34,234.11
Hauling		4,953.78	15.91	78,814.64
	Subtotal			125,317.37
Hauling	8-18/8-22-25 Tons Hauled	2,310	12.91	29,822.10
Hauling		966	13.91	13,437.06
Hauling		3,357.54	14.91	50,060.92
Hauling		2,853.36	15.91	45,396.96
	Subtotal			138,717.04
Hauling	8-25/8-29-25 Tons Hauled	1,848	12.91	23,857.68
Hauling		2,776.49	13.91	38,620.98
Hauling		1,908.75	14.91	28,459.46
Hauling		875.06	15.91	13,922.20
	Subtotal			104,860.32
		Subtotal		\$368,894.73
		Sales Tax (0.0%)		\$0.00
		Total		\$368,894.73
		Payments/Credits		\$0.00
		Balance Due		\$368,894.73

J & K Trucking

303-263-5011

J & K Trucking
1367 Percheron Drive
Eagle, NE 68347

Invoice

Date 9/18/2025
Invoice # 1178

Bill To

City & County of Denver
DOTI
201 West Colfax Avenue Dept. 608
Denver, CO 80202

Ship To

P.O. #
Terms Net 15

Ship Date 9/18/2025
Due Date 10/3/2025
Other

Item	Description	Qty	Price	Amount
	2021 Contract Hauling DOTI-2-2-59927-00			
Hauling	9-2/9-5-25 Tons Hauled	686	12.91	8,856.26
Hauling		4,652.75	13.91	64,719.75
Hauling		28	14.91	417.48
Hauling		1,464.53	15.91	23,300.67
	Subtotal			97,294.16
Hauling	9-8/9-12-25 Tons Hauled	2,016	12.91	26,026.56
Hauling		8,529.55	13.91	118,646.04
	Subtotal			144,672.60
Subtotal				\$241,966.76
Sales Tax (0.0%)				\$0.00
Total				\$241,966.76
Payments/Credits				\$0.00
Balance Due				\$241,966.76

J & K Trucking

303-263-5011