

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

Please mark one: **Bill Request** **or** **Resolution Request**

Date of Request: July 27, 2021

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 a contract with W.J. Dickensheet & Associates, Inc. in the amount of \$25,000 for live auctioneering services through July 31, 2026 for the City and County of Denver.

3. Requesting Agency: General Services

4. Contact Person:

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

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

W.J. Dickensheet & Associates, Inc. will provide live auctioneering services for the City. The Contractor will receive compensation mainly from a fee that is charged to the buyer. The contract maximum is set at \$25,000 to cover any potential Category 2 auctions that may occur during the lifetime of the agreement. The hourly rate associated with Category 2 auctions will only be charged only if assistance is required by Treasury. All remaining auction categories historically have not required assistance by Treasury.

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

7. City Council District: Citywide

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: RR21 0872

Date Entered: _____

Revised 03/02/18

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

Vendor/Contractor Name: W.J. Dickensheet & Associates, Inc.

Contract control number: GENRL-202158990-00

Location: City-wide facility locations and specified mountain parks. This agreement excludes Denver International Airport.

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):

August 1, 2021 – July 31, 2026

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

\$25,000.00

Current Contract Amount (A)	Additional Funds (B)	Total Contract Amount (A+B)
\$25,000.00	0.00	\$25,000.00
Current Contract Term	Added Time	New Ending Date
08/01/2021-07/31/2026		

Scope of work:

The scope of work covers five auction categories of live auctioneering services that will be provided by W.J. Dickensheet & Associates, Inc. Categories include but are not limited to abandoned/confiscated/impounded vehicles, personal property, jewelry/watches, and bison auctions. The Contractor is responsible for the receipt, safekeeping and deposit of all proceeds generated at the sale as well as remittance of proceeds to the City within two (2) business days after the conclusion of the auction. The Contractor will receive their fee from a premium charged to the buyers based on the final selling price of the auction items. The City may be charged an hourly rate for Category 2 auctions only if the assistance is required/requested by Treasury.

Was this contractor selected by competitive process? Yes **If not, why not?**

Has this contractor provided these services to the City before? Yes No – only on this agreement

Source of funds: General fund

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

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

Who are the subcontractors to this contract? None

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