

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at MileHighOrdinance@DenverGov.org by **9 a.m. Friday**. Contact the Mayor's Legislative team with questions

Date of Request: **September 21, 2023**

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:** Approves Master Purchase Order to Tennant Sales and Service Company in the amount of \$500,000 for the purchase of Tennant Brand Original Equipment Manufacturer floor Sweeper Parts.

3. **Requesting Agency:** Department of Aviation

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)	Contact person for council members or mayor-council
Name: Kyle Lester SVP Maintenance	Name: Rita Aguilar, Rachel Gruber, Barry Burch Jr.
Email: Kyle.Lester@flydenver.com	Email: rita.aguilar@flydenver.com , Rachel.Gruber@flydenver.com , Barry.Burch@flydenver.com

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

This request is for the approval of a Master Purchase Order for 2 years with 3 available renewal years for the purchase of Tennant Brand Original Equipment Manufacturer floor Sweeper Parts. Tennant Sweepers is the only company that provides these pieces. The sweepers and brushes are used throughout the terminal, three concourses, and outlining buildings to include all buildings on the airport facility such as Worldport, Maintenance Center, Aircraft Rescue and Fire Fighting, etc. at Denver International Airport (DEN) to clean and maintain airport appearance. DEN's Fleet Maintenance repairs and maintains the Tennant floor sweepers. This agreement allows for the purchase of Tennant Sweeper Parts and Brushes at a discounted rate off listed base price.

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: Contract for Good over \$500K

Vendor/Contractor Name (including any dba's): Tennant Sales and Service Company

Contract control number (legacy and new): Contract SC-00007783

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 Master Purchase Order for two years with three one-year renewals

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>
\$500,000.00	N/A	\$500,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
two years with three one-year renewals	N/A	two years with three one-year renewals

Scope of work: Purchase of Tennant Brand Original Equipment Manufacturer floor Sweeper Parts used at Denver International Airport (DEN). Tennant Sweepers is the only company that provides these pieces. The sweepers and brushes are used throughout the terminal, three concourses, and outlining buildings to include all buildings on the airport facility such as Worldport, Maintenance Center, Aircraft Rescue and Fire Fighting, etc. at Denver International Airport (DEN) to clean and maintain airport appearance. DEN's Fleet Maintenance repairs and maintains the Tennant floor sweepers.

Was this contractor selected by competitive process? No **If not, why not?** Purchase pursuant to SOLE SOURCE – Bidding Exception Justification – DRMC Sec. 20-64 (a)(1)

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

Source of funds: Operations and Maintenance (O&M)

Is this contract subject to: W/MBE DBE SBE XO101 ACDBE N/A SOLE SOURCE – DRMC Sec. 20-64 (a)(1) Bidding Exception applies

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

Who are the subcontractors to this contract? None

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Date Entered: _____