

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: 4/28/2023 _____

1. Type of Request:

- Contract//IGA/Grant Agreement Rezoning/Map Amendment Appointment
 Dedication/Vacation OHR Classification Other:

2. **Title:** (Include a concise, one sentence description – please include name of company or contractor and contract control number - that clearly indicates the type of request: **grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.**)

A resolution request for the approval of funding for a new purchase order to procure various kitchen small wares from vendor, Volume Services Inc., to be used by food services as part of the Convention Center Expansion project. PO-00131587

3. **Requesting Agency:** GS Purchasing

4. Contact Person:

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

5. **General description or background of proposed request; include attached executive summary if more space needed:**
New request for \$766,983.71 to fund PO-00131587 to vendor Volume Services Inc. for kitchen small wares needed as part of the Convention Center expansion.

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

7. ****For all contracts, fill out and submit accompanying Key Contract Terms worksheet** (highlight this line somehow)**

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):

Vendor/Contractor Name: Volume Services Inc.

Contract control number: Purchase Order PO-00131587

Location: Citywide

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): current to December 31, 2023

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)
\$766,983.71	0	\$766,983.71

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
current – 12/31/2023	n/a	n/a

Scope of work:

Assorted kitchen small wares procured as part of the Convention Center expansion project

Was this contractor selected by competitive process? Y If not, why not?
City Solicitation # 29445 Convention Center Small Wares

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

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):

Who are the subcontractors to this contract? N/A

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