

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto: MileHighOrdinance@DenverGov.org) by 9 a.m. Friday. Contact the Mayor's Legislative team with questions

Date of Request: 5/21/2026

1. Please mark one: Bill Request or Resolution Request
2. Does this request directly impact property within .5 miles of the South Platte River (Check map [HERE](#)) Yes No
3. Does this item fall under XO 66 (Prop 123) requiring it to skip Mayor-Council Yes No
4. Do you need to request a Waiver Request for this item Yes No
5. Type of Request:
- Contract/Grant Agreement Intergovernmental Agreement (IGA) Rezoning/Text Amendment
- Dedication/Vacation Appropriation/Supplemental DRMC Change Other:
6. 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 Master Purchase Order with Colorado Petroleum Services, LLC for \$3,500,000.00 with an end date of 6-30-2029, with options to renew not to exceed 6-30-2031, for the purchase of automotive grease and lubricants, citywide including DEN (SC-00011314).

7. Requesting Agency: Department of General Services, Purchasing Division

8. Contact Person:

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)	Contact person for council members or mayor-council
Name: Elizabeth Hewes	Name: Elizabeth Hewes
Email: elizabeth.hewes@denvergov.org	Email: elizabeth.hewes@denvergov.org

9. General description or background. Attach executive summary if more space needed: (who, what, why)

This Master Purchase Order is for the purchase of various lubricants, greases and liquids for City Fleet vehicles and equipment.

10. City Attorney assigned to this request (if applicable): Brian Martin

11. City Council District: Citywide

****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):
Master Purchase Order

Vendor/Contractor Name (including dba): Colorado Petroleum Services, LLC

Contract control number (legacy and new): SC-00011314

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):

The term of this Master Purchase Order shall be from date of City signature to and including 6/30/2029. The City and the vendor may mutually agree to renew and continue this Master Purchase Order for additional periods at the same pricing structure, terms and conditions. However, no renewal shall surpass 6/30/2031.

Contract Amount (indicate existing amount, amended amount and new contract total): \$3,500,000

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$3,500,000	N/A	\$3,500,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
6/30/2031	N/A	N/A

Scope of work:

This Master Purchase Order is for the purchase of various lubricants, greases and liquids for City Fleet vehicles and equipment.

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

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

Source of funds: General funds

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?

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____