

## 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

Please mark one: ☐ Bill Request or ☒ Resolution Request Date of Request: 4/23/2025

Please mark one: The request directly impacts developments, projects, contracts, resolutions, or bills that involve property and impact within .5 miles of the South Platte River from Denver's northern to southern boundary? (Check map [HERE](#))

☐ Yes ☒ No

### 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.)

Amends a Master Purchase Order with Insight Auto Glass LLC to add \$600,000.00 for a new total of \$1,025,000 to provide windshield replacement to City vehicles. No change to the duration, citywide (SC-00008448).

3. **Requesting Agency:** General Services on behalf of Department of Transportation and Infrastructure (DOTI)

4. **Contact Person:** Please reach out to both Brenda and Elizabeth

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)	Contact person for council members or mayor-council
Name: Elizabeth Hewes and Jonathan Carmichael	Name: Elizabeth Hewes and Brenda Hannu
Email: <a href="mailto:elizabeth.hewes@denvergov.org">elizabeth.hewes@denvergov.org</a> and <a href="mailto:Jonathan.carmichael@denvergov.org">Jonathan.carmichael@denvergov.org</a>	Email: <a href="mailto:elizabeth.hewes@denvergov.org">elizabeth.hewes@denvergov.org</a> and <a href="mailto:Brenda.hannu@denvergov.org">Brenda.hannu@denvergov.org</a>

5. **General description or background of proposed request. Attach executive summary if more space needed:**  
(who, what, why)

In 2024, approximately 200 City vehicles were damaged due a citywide hailstorm. Although DOTI did include unanticipated damaged windshields in their initial estimate, they were not expecting close to all their vehicles needing windshields replaced due to one storm. This increase is to add \$600,000 to the contract to replace damaged windshields for the remaining time on the contract.

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

7. **City Council District:** citywide

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:** (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property):  
Master Purchase Order

**Vendor/Contractor Name (including any dba's):**  
Insight Auto Glass LLC

**Contract control number (legacy and new):**  
SC-00008448

**Location:** Citywide

**Is this a new contract?** ☐ Yes ☒ No **Is this an Amendment?** ☒ Yes ☐ No **If yes, how many?** 1

**Contract Term/Duration (for amended contracts, include existing term dates and amended dates):**  
Through 6/30/2028

**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>
(A)	(B)	(A+B)
\$425,000	\$600,000	\$1,025,000

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
6/30/2028		6/30/2028

### Scope of work:

In 2024, approximately 200 City vehicles were damaged due a citywide hailstorm. Although DOTI did include unanticipated damaged windshields in their initial estimate, they were not expecting close to all their vehicles needing windshields replaced due to one storm. This increase is to add \$600,000 to the contract to replace damaged windshields for the remaining time on the contract.

**Was this contractor selected by competitive process?** Yes IFB 11142 **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):** N/A

**Who are the subcontractors to this contract?** N/A

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