

## ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **3:00pm on Monday**. Contact the Mayor's Legislative team with questions

Date of Request: 5/18/2022

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: 3.2.6(e)

### 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.)

Requesting 3.26(e) approval for contract execution of Master Purchase Order (MPO) SC-00006890 to Summit Laboratories Incorporated, in the amount of \$900,000.00 for the purchase of HVAC Water Treatment and Monitoring at Denver International Airport (DEN).

### 3. Requesting Agency: City and County of Denver Department of Aviation, Denver International Airport (DEN).

### 4. Contact Person:

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

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

This is for contract execution of Master Purchase Order (MPO) SC-00006890 to Summit Laboratories Incorporated, in the amount of \$900,000.00 for the purchase of HVAC Water Treatment and Monitoring of two (2) closed loop (Hot/Chilled water) systems and one (1) open loop (Cooling Tower) systems.at Denver International Airport (DEN). MPO term: two (2) years with three (3) available yearly extensions.

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

3.26(e) request for Supplier Contract over \$500K

**Vendor/Contractor Name:**

Summit Laboratories Incorporated

**Contract control number:**

Master Purchase Order (MPO) SC-00006890

**Location:** N/A

**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):

Master Purchase Order (MPO) established on 5/13/2022 through 5/12/2024 for two (2) years with three (3) available yearly extensions.

**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)
\$900,000.00	\$0	\$900,000.00

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
two (2) years	three (3) available years	5/12/2027

**Scope of work:** MPO award for HVAC WATER TREATMENT MATERIALS AND MONITORING of two (2) closed loop (Hot/Chilled water) systems and one (1) open loop (Cooling Tower) system at DEN.

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

This Master Purchase Order has been issued in accordance with DRMC 20-63(A) of the Revised Municipal Code. Formal Procedure of the Revised Municipal Code supported by IFB Proposal No. 10896A HVAC Water Treatment and Monitoring, awarded to lowest bidder Summit Laboratories Incorporated.

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

**Source of funds:** Planned Fleet Replacement Funds

**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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