

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor’s Legislative Team

at MileHighOrdinance@DenverGov.org by **11:00am on Monday**. Contact the Mayor’s Legislative team with questions

Date of Request: November 1, 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:

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 the concession license with H.W. Stewart, Inc., by extending the terms by two years for a new end date of 12/31/2024 and amending concession services at Pahaska Tepee in Lookout Mountain Parks.

3. Requesting Agency: Denver Parks and Recreation

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Shannon Dennison	Name: Jesus Orrantia
Email: shannon.dennison@denvergov.org	Email: Jesus.Orrantia@denvergov.org

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

The concession license with H.W. Stewart, Inc. for concession services at Pahaska Tepee, Lookout Mountain Park will expire December 31, 2022. The license includes a 2-year extension option, which this amendment will exercise to extend the term to December 31, 2024. DPR also acknowledges the concessionaire tendered \$50,000 for future capital improvements as required by the license; and therefore, is waiving an additional amount of \$30,000 for future capital improvements associated with the extension to offset financial hardship resulting from COVID and other related impacts. Revenue generated from this concession license is based upon GAMP (Guaranteed Annual Minimum Payment) and percentage of sales rather than fixed cost; and therefore, as sales increase or decrease, the City’s percentage of revenue will increase or decrease accordingly.

6. City Attorney assigned to this request (if applicable): Jason Moore

7. City Council District: n/a

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): Concession license

Vendor/Contractor Name: H.W. Stewart, Inc.

Contract control number: PARKS-201840617-01 / 202262846

Location: Lookout Mountain Park

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:

1/1/2018-12/31/2022

1/1/2018- 12/31/2024

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)
n/a	n/a	n/a

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
1/1/2018-12/31/2022	2 years	12/31/2024

Scope of work:

The concessionaire will provide food and beverage service, retail merchandise sales, and service within the Concession Site to the public enjoying Pahaska Tepee and the surrounding Lookout Mountain Park area, as well as providing general maintenance for Pahaska Tepee, Buffalo Bill gravesite, and the related area.

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: n/a

Is this contract subject to: W/MBE DBE SBE XO101 ACDBE N/A

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

WBE/MBE/DBE commitments (construction, design, Airport concession contracts):

Who are the subcontractors to this contract? n/a

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____