

## 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: 4/10/2023

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:** Approves 3.26(e) Master Purchase Order SC-00007694 with Kois Brothers Equipment Company in the amount of \$1,200,000.00 for snow equipment parts.

**3. Requesting Agency:** 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: Carolina Flores
Email: Leann.Rush@denvergov.org	Email: Carolina.Flores@flydenver.com

**5. General description or background of proposed request. Attach executive summary if more space needed:**  
Master purchase order for snow equipment parts.

**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:** Kois Brothers Equipment Company

**Contract control number:** Purchase Order SC-00007694

**Location:** Denver International Airport

**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):

This is a five-year term Master Purchase Order for two years with three renewals in the amount of \$1,200,000.00.

**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)
\$ 1,200,000.00	N/A	N/A

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
Two years with three 1-year options to extend	N/A	N/A

**Scope of work:** Snow Equipment for Denver International Airport

**Was this contractor selected by competitive process?** No **If not, why not?** This Master Purchase Order has been issued in accordance with DRMC 20-64(A)(1) of the Revised Municipal Code. Sole Source Procurement

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

**Source of funds:** DEN Fleet

**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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