

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at MileHighOrdinance@DenverGov.org by 9 a.m. Friday. Contact the Mayor's Legislative team with questions

Date of Request: 10/17/2024

Please mark one: Bill Request or Resolution Request

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.)

Example 1: Approves a map amendment to rezone property from I-B, UO-2 to C-MX-16, DO-7, located at 3275 and 3315 Denargo Street in Council District 9.

Example 2: Authorizes the purchase of a RIZO printer from the Department of Transportation and Infrastructure Wastewater Operations Fund to support high-volume printing needs for programs requiring paper billing and communications, citywide.

Approves a revision to master purchase order SC-00007957 for Heritage Landscape Supply Group Inc to increase the contract amount from \$400,000 to \$1,000,000 for the purchase of fertilizer for Denver Parks and Recreation and Golf.

3. **Requesting Agency:** GS Purchasing

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)	Contact person for council members or mayor-council
Name: Pam Smith	Name: Christina Buster
Email: pamela.smith@denvergov.org	Email: christina.buster@denvergov.org

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

Approves a revision to the master purchase order to increase available funds from \$400,000 to \$1,000,000. No changes to the scope.

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): **HERITAGE LANDSCAPE SUPPLY GROUP INC**

Contract control number (legacy and new): **SC-00007957**

Location: **citywide parks and golf courses**

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): **05/22/2023 – 05/22/2028**

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)
\$400,000	\$600,000	\$1,000,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
05/22/2023	N/A	05/22/2028

Scope of work: The City is purchasing fertilizers and pesticides to be used citywide and specifically on the City’s golf courses. This Master Purchase Order is for product only and does not include any labor to spread a product.

Was this contractor selected by competitive process? **YES, IFB No. 11056A** If not, why not?

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

Source of funds:

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

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

To be completed by Mayor’s Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

Who are the subcontractors to this contract?

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____