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

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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 Hertiage 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):

Current Contract Amount (A)	*Additional Funds (B)*	*Total Contract Amount (A+B)*
$400,000	$600,000	$1,000,000

Current Contract Term	*Added Time*	*New Ending Date*
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: _____