



Legislation Text

File #: 24-0125, Version: 1

**Contract Request Template (Contracts; IGAs; Leases)**

**Date Submitted: 2-5-2024**

**Requesting Agency: DEN**  
**Division:**

**Subject Matter Expert Name: Kevin Forgett**  
**Email Address: Kevin.forgett@denvergov.org**  
**Phone Number:**

**Item Title & Description:**

*(Do not delete the following instructions)*

*These appear on the Council meeting agenda. Initially, the requesting agency will enter a 2-3 sentence description. Upon bill filling, the City Attorney's Office should enter the title above the description (the title should be in **bold** font).*

*Both the title and description must be entered between the red "title" and "body" below. Do **not** at any time delete the red "title" or "body" markers from this template.*

**A resolution approving a proposed Purchase Order between the City and County of Denver and Carahsoft Technology Corporation concerning a one-time purchase of 2024 ServiceNow Product and License Renewal at Denver International Airport.**

Approves a purchase order with Carahsoft Technology Corporation for \$621,116.16 for the one-time purchase of 2024 ServiceNow Product and License Renewal for Denver International Airport, in Council District 11 (PO-00143855). The last regularly scheduled Council meeting within the 30-day review period is on 3-11-2024. The Committee approved filing this item at its meeting on 2-7-2024.

**Affected Council District(s) or citywide?**

**11**

**Contract Control Number:**

PO-00143855

**Vendor/Contractor Name (including any "DBA"):**

**Carahsoft Technology Corporation**

**Type and Scope of services to be performed:**

**Location (if applicable):**

**WBE/MBE/DBE goals that were applied, if applicable (construction, design, Airport concession contracts):**

N/A

**Are WBE/MBE/DBE goals met (if applicable)?**

**Is the contract new/a renewal/extension or amendment?**

new

**Was this contractor selected by competitive process or sole source?**

N/A

**For New contracts**

<i>Current Contract Amount (A)</i>	<i>Additional Funds (B)</i>	<i>Total Contract Amount (A+B)</i>
\$621,116.16	N/A	\$621,116.16

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
Onetime Purchase Order, expected delivery by 3/1/2024	N/A	Onetime Purchase Order, expected delivery by 3/1/2024