



Legislation Text

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Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 5-15-2023

**Requesting Agency: Finance
Division:**

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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.*

Approves a purchase order with Colorado Hospitality Services Inc. for \$7,730,000 and through 6-30-2023 for hotel rooms at multiple locations in support of sheltering migrants arriving from the southern border since January 2023.

Affected Council District(s) or citywide? Citywide

Contract Control Number:

Vendor/Contractor Name (including any "DBA"): Colorado Hospitality Services Inc.

Type and Scope of services to be performed:

Colorado Hospitality Services Inc. is providing hotel rooms as needed to assist with migrant sheltering humanitarian efforts. We were made aware of a clerical error noting that the Purchase Order for this use was never fully executed in January 2023.

Location (if applicable): Multiple

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

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?

During the pandemic hotels were asked if they would be interested in partnering with the City on sheltering efforts. Only a few hotels were willing to partner for sheltering. When it became apparent that we needed rooms for migrant sheltering, Colorado Hospitality was the only owner in the position to respond with large blocks of space for an indefinite period of time.

For New contracts

Term of initial contract:

1-1-2023 through 6-30-2023

Options for Renewal:

How many renewals (i.e. up to 2 renewals)?

Term of any renewals (i.e. 1 year each):

Cost of initial contract term:

7,730,000

Cost of any renewals:

Total contract value council is approving if all renewals exercised:

For Amendments/Renewals Extensions:

Is this a change to cost/pricing; length of term; terms unrelated to time or price (List all that apply)?

If length changing

What was the length of the term of the original contract?

What is the length of the extension/renewal?

What is the revised total term of the contract?

If cost changing

What was the original value of the entire contract prior to this proposed change?

What is the value of the proposed change?

What is the new/revised total value including change?

If terms changing

Describe the change and the reason for it (i.e. compliance with state law, different way of doing business etc.)