



Legislation Text

File #: 18-1178, Version: 1

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

**Date Submitted:** 10-16-18

**Requesting Agency:** Denver International Airport  
**Division:**

**Subject Matter Expert:**

Name: Kenton Janzen
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**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 Master Purchase Order between the City and County of Denver and MSC Industrial Supply Co. concerning HVAC filters for use at Denver International Airport.**  
Approves a master purchase order with MSC Industrial Supply Co for \$5,000,000 and for two years for heating, ventilation, and air conditioning (HVAC) filters for use throughout Denver International Airport (SC-00003389). The last regularly scheduled Council meeting within the 30-day review period is on 11-26-18. The Committee approved filing this item at its meeting on 10-24-18.

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

**Contract Control Number:** SC-00003389

**Vendor/Contractor Name (including any "DBA"):** MSC Industrial Supply Co

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

Requesting 3.2.6(e) approval for a master purchase order/supplier contract for the purchase of HVAC filters for Denver International Airport

**Location (if applicable):**

**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?**

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

**For New contracts**

**Term of initial contract:** Two years

**Options for Renewal:**

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

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

**Cost of initial contract term:** \$5,000,000

**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.)**