



Legislation Text

File #: 18-1186, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 10-16-18

Requesting Agency: General Services
Division:

- **Subject Matter Expert:**
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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 Fastenal Company for the maintenance, repair and operations supplies available through vending machines for high volume products.

Approves a master purchase order with Fastenal Company for an amount not to exceed \$3,000,000 and for two years with three possible one-year extensions, for consumable maintenance, repair and operations parts and supplies, citywide (SC-00003371). 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 10-23-18.

Affected Council District(s) or citywide? Citywide

Contract Control Number: SC-00003371

Vendor/Contractor Name (including any "DBA"): Fastenal Company

Type and Scope of services to be performed:

Fastenal Company has a new State Price Agreement through the (National) NASPO Cooperative for Maintenance, Repair and Operations (MRO) goods. This updated Master Price Agreement

provides additional discounted goods lines that are typically purchased on a recurring volume basis. This will reduce spend and time from order to fulfillment, allowing immediate product access to consumable maintenance, repair and operations parts and supplies.

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)? Up to 3

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

Cost of initial contract term: \$3,000,000

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.)