



Legislation Text

File #: 23-0530, Version: 1

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

**Date Submitted: 5-1-2023**

**Requesting Agency: General Services  
Division:**

**Subject Matter Expert Name: Scott Harris  
Email Address: Scott.Harris@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 Volume Services, Inc. for assorted small kitchenware for use at the Colorado Convention Center in Council District 9.**

Approves a purchase order with Volume Services, Inc. for \$766,983.71 and through 12-31-2023 for assorted small kitchenware for use at the Colorado Convention Center in Council District 9 (PO-00131587). The last regularly scheduled Council meeting within the 30-day review period is on 6-12-2023. The Committee approved filing this item at its meeting on 5-9-2023.

**Affected Council District(s) or citywide? 9**

**Contract Control Number:** PO-00131587

**Vendor/Contractor Name (including any "DBA"):** Volume Services, Inc.

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

Assorted kitchen small wares procured as part of the Convention Center expansion project

**Location (if applicable):** Convention Center

**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?**

Competitive

**For New contracts**

**Term of initial contract:**

**DOE through 12-31-2023**

**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:**

\$766,983.71

**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.)**