



Legislation Text

File #: 19-0534, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 5-23-19

Requesting Agency: General Services
Division:

Subject Matter Expert Name:

Name: Maggie Baker

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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 Graybar Electric Company, Inc. for the purchase of audio and visual equipment for use by various city agencies.

Approves a master purchase order with Graybar Electric Company, Inc. for \$750,000 and through 05-20-22 with two additional one-year options to extend, for the purchase of audio and visual equipment for city agencies, including televisions, digital displays and wall mounts (SC-00003947). The last regularly scheduled Council meeting within the 30-day review period is on 7-8 -19. The Committee approved filing this item at its meeting on 6-4-19.

Affected Council District(s) or citywide? Citywide

Contract Control Number: SC-00003947 (10936)

Vendor/Contractor Name (including any "DBA"): Graybar Electric Company, Inc.

Type and Scope of services to be performed:

A competitive solicitation was performed for the purchase of audio and visual equipment for use

by various city agencies (excluding DEN). This contract includes televisions, digital displays, and wall mounts. Graybar Electric Company, Inc. was the awarded supplier.

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: 3 years

Options for Renewal: 2 additional one-year options

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

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

Cost of initial contract term: \$750,000

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.)