



Legislation Text

File #: 22-0929, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 8-8-2022

**Requesting Agency: Denver Public Library
Division:**

**Subject Matter Expert Name: Melissa Bordwine
Email Address: mbordwine@denverlibrary.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 Master Purchase Order between the City and County of Denver and Ingram Library Services to purchase books, audiobooks and DVDs for circulation at Denver Public Library branch location.

Approves a Master Purchase Order with Ingram Library Services, LLC for \$11,000,000 and through 6-30-2027 to purchase books, audiobooks and DVDs for circulation at Denver Public Library branch locations, citywide (SC-00006766). The last regularly scheduled Council meeting within the 30-day review period is on 9-26-2022. The Committee approved filing this item at its meeting on 8-10-2022.

Affected Council District(s) or citywide? Citywide

Contract Control Number: SC-00006766

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

Type and Scope of services to be performed: Ingram Library Services LLC

Location (if applicable):

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

Are WBE/MBE/DBE goals met (if applicable)? N/A

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: July 1, 2022 through June 30, 2027

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: \$11,000,000

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.)