

**Department of General Services
PURCHASING DIVISION**
www.denvergov.org/purchasing
Phone: 720.913.8100



City and County of Denver
Purchasing Division
201 W. Colfax Ave.
Department 604, 6th Floor
Denver, CO 80202

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Invitation for Bid
For Master Purchase Order Agreement

IFB No. 0615A2026

Seat Cushion Recovering at the Denver International Airport

SCHEDULE OF EVENTS

• IFB Issued	03/26/2026		
• Deadline to Submit Additional Questions	04/01/2026	5:00 P.M.	Local Time
• Response to Written Questions	04/03/2026		
• Bid Due Date	04/08/2026	5:00 P.M.	Local Time

Vendor offers to furnish to the City and County of Denver the materials, supplies, products or services requested in accordance with the specifications and subject to the Terms and Conditions described herein.

VENDOR SIGN HERE

Company Name: _____
-Note: Vendor company name to be the legal entity that will enter into a contract with the City if awarded pursuant to this solicitation-

By: _____
(Printed or Typed Name)

Signature: _____
Signature constitutes acceptance of all Terms and Conditions listed on this form and all documents attached.

Email: _____

Phone: _____

The City contracts with Rocky Mountain E-purchasing System (BidNet®) in the advertisement and facilitation of solicitations administered by the City's General Services Purchasing Division; therefore, respondents must ONLY rely on documents provided on the Rocky Mountain E-purchasing System (BidNet®) website or as communicated directly from the analyst. Only rely on this web address: <https://www.bidnetdirect.com/colorado>

THIS BID MUST BE SUBMITTED ELECTRONICALLY THROUGH THE ROCKY MOUNTAIN E-PURCHASING SYSTEM (BIDNET®).

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SECTION A: GENERAL INFORMATION & IFB INSTRUCTIONS**A.1 BACKGROUND AND SCOPE:**

The City and County of Denver, hereinafter referred to as the City, desires to solicit bids relating to the purchase of **Seat Cushion Recovering at Denver International Airport** throughout the identified term.

Click [HERE](#) to go directly to the City's detailed Scope of Work/ Requirements.

A.2 ROCKY MOUNTAIN E-PURCHASING (BidNet®):

The City is collaborating with Rocky Mountain E-purchasing System (BidNet®) in the advertisement and facilitation of Formal Invitations for Bids (IFB) and Requests for Proposals (RFP) administered by the City's General Services Purchasing Division.

It is a requirement of this IFB/ RFP that interested parties familiarize themselves and register with BidNet®; vendors who do not register may be considered non-responsive.

Registration with BidNet® is available at NO CHARGE and allows vendors access to view governmental bids posted on BidNet®; they offer an additional notification service option with an associated fee. It is the responsibility of the vendor to evaluate and select the service option of their choice.

The City is not responsible for the actions or lack thereof on the part of the vendor in regards to their interaction with BidNet®, or any other third-party bid notification service in relation to this IFB/RFP.

More information is available at: www.rockymountainbidsystem.com or by calling 1-800-835-4603.

A bid opening will be held on the date, time and location specified on the cover sheet. Submitted pricing will be shared with interested persons at that time. Interested parties are asked to inform the City that they would like to attend the bid opening in person or online, please notify the City during the question period outlined in the schedule of events.

A.3 ELECTRONIC SUBMISSION OF BIDS:

Submission of bids for this solicitation may only be done electronically through BidNet®. Bids must be submitted at www.rockymountainbidsystem.com, no later than the date and time indicated in the IFB.

Vendors who feel they are unable to prepare and submit an electronic submittal should submit a request in writing to the Analyst, no later than the Question due date, for permission and instructions for submitting a hardcopy bid.

A.4 IFB QUESTIONS:

The City shall not be bound by and the Vendor shall not request or rely on any oral interpretation or clarification of this IFB. Any questions regarding this IFB are encouraged and should be submitted in writing by email to:

City Procurement Analyst: **Leann Rush**
E-Mail: **leann.rush@flydenver.com**

Questions received up to deadline to submit question in the Schedule of Events will be answered in writing per the Schedule of Events. Answers to questions from any Vendor will be provided to all Vendors.

All communications regarding this IFB shall only be through the City's Analyst listed above. No communication is to be directed to any other City personnel.

A.5 ADDENDA:

In the event it becomes necessary to revise, change, modify or cancel this IFB or to provide additional information, addenda will be issued and made available on BidNet®. It is the responsibility of the vendor to confirm that they have acquired all addenda related to this solicitation and they have reviewed/ complied with the requirements therein.

A.6 ACCEPTANCE PERIOD:

Bids in response to this IFB shall indicate that they are valid for a period no less than 120 days from the closing date, and if awarded, through the initial contract period.

A.7 TECHNICAL REQUIREMENTS/STATEMENT OF WORK:

Section B of this invitation contains the proposed Scope of Work and/or Technical Requirements. This document shall form the basis of a contract covering the subject matter of this IFB. Exceptions or deviations to this IFB must not be added to the bid pages but must be on vendor's letterhead and accompany the bid. Any exceptions to this documentation will be taken into consideration when evaluating bids submitted. The City reserves the right to reject any or all of your proposed modifications. The City welcomes cost saving bids which still satisfy all technical and business objectives.

A.8 INVITATION FOR BID CONDITIONS AND PROVISIONS:

This bid must be signed by a duly authorized official of the proposing company. The completed and signed bid (together with all required attachments) must be returned to the Department of General Services on or before the time and date of the bid opening shown on page one. This bid MUST be submitted electronically through the Rocky Mountain E-purchasing System (BidNet®).

All participating vendors, by their signature hereunder, agree to comply with all of the conditions, requirements and instructions of this IFB as stated or implied herein. Any alteration, erasure or interlineation by the vendor in this bid shall constitute cause for rejection by the Manager of General Services. Exceptions or deviations to this IFB must not be added to the bid pages, but must be on vendor's letterhead and accompany the bid. Should the City omit anything from this IFB which is necessary to a clear understanding of the work, or should it appear that various instructions are in conflict, then the vendor shall secure written instructions from the Manager of General Services at least forty-eight (48) hours prior to the time and date of the bid opening shown in page one.

Typographical errors in entering quotations on bid may result in loss of award.

All vendors are required to complete all information requested in this IFB. Failure to do so may result in the disqualification of bid.

The City reserves the right to postpone or cancel this IFB, or reject all bids, if determined to be in the best interest of the City.

Unit price for each item proposed on shall be shown and shall be for the unit of measurement indicated. In case of error in extension of prices, the unit price will govern.

Any omissions as to the manufacturer's brand name, code or stock number, or style that is asked for shall be considered cause to reject any or all items on bid if deemed to be in the best interest of the City to do so.

The Manager of General Services reserves the right to waive any technical or formal errors or omissions and to reject any and all bids, or to award contract for the items hereon, either in part or whole, if deemed to be in the best interests of the City.

The successful vendor shall be in complete compliance with all of the specifications, terms and conditions of this IFB as outlined above. The City shall have the right to inspect the facilities and equipment of the successful vendor to ensure such compliance.

No bid shall be accepted from, and no contract will be awarded to, any person, firm or corporation that is in arrears to the City and County of Denver, upon debt or contract, or that is a defaulter, as surety or otherwise, upon any obligation to the City, or that has failed to attain or demonstrate compliance with any law, ordinance, City regulation, or contract term or condition as may be provided for or required in any City contract, or that may be deemed irresponsible or unreliable by the Manager of General Services. Vendors may be required to submit satisfactory evidence that they have a practical knowledge of the particular work bid upon and that they have the necessary financial resources to perform and complete the work outlined in this IFB.

The vendor agrees to abide by all the laws, regulations and administrative rulings of the United States, the State of Colorado and the City and County of Denver, securing all necessary licenses and permits in connection with the bids.

All materials, supplies and equipment furnished, or services performed under the terms of the master purchase order shall comply with the requirements and standards specified in the Williams-Steiger Occupational Safety and Health Act of 1970 (Public Law 91-596) as well as with other applicable federal, state and local codes.

All merchandise furnished or service performed must comply with City and State Codes.

All vendors must take into consideration that only the City's contract documents will be used in the finalization of an agreement.

The City shall not be liable for any costs incurred by Vendor in the preparation of submittals or for any work performed in connection therewith or any work subsequent to the submission and prior to the execution of any contract.

A.9 GRATUITIES AND KICKBACKS:

It shall be a breach of ethical standards for any person to offer, give, or agree to give any employee or former employee (within six months of termination from City employment), or for any employee or former employee (within six months of termination from City employment) to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding of application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a contract or subcontract, or to any solicitation or bid therefore.

It shall be a breach of ethical standards for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime vendor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.

In the event that any gratuities or kickbacks are offered or tendered to any City and County of Denver employee, the bid shall be disqualified and shall not be reinstated.

A.10 NON-COLLUSIVE VENDOR CERTIFICATION:

By the submission of this bid, the vendor certifies that:

- A. The bid has been arrived at by the vendor independently and has been submitted without collusion with any other vendor.
- B. The contents of the bid have not been communicated by the vendor, nor, to its best knowledge and belief, by any of its employees or agents, to any person not an employee or agent of the vendor or its surety on any bond furnished herewith, and will not be communicated to any such person prior to the official opening of the bid.
- C. No vendor shall submit more than one bid for this IFB. It shall be the responsibility of each vendor to obtain the prior written permission of the Director of Purchasing before bid opening in every situation in which the vendor, due to corporate association or other affiliation, may be found to be impermissibly associated with another vendor. Failure to observe this requirement could result in all such affiliated bids being rejected.

A.11 AWARDS:

One award will be made on an "all or none" basis. Prices must be shown for each item listed. Bids submitted without individual item prices listed will be considered as non-responsive and rejected.

A.12 EVALUATION AND AWARDS:

The criteria to be used for the bid evaluation include but are not limited to:

- (a) Price
- (b) Specification compliance
- (c) Qualified, Responsible, Responsive_ {D.R.MC. Sec. 20-61-(e), (g), (h)}
- (d) schedule/ lead-time

Any award as a result of this IFB shall be contingent upon the execution of master purchase order. Section D of this IFB contains our proposed terms and conditions.

A.13 BRAND AND/OR TRADE NAMES:

Each vendor shall agree to furnish the proposed services, equipment or materials that are called for on the face of this IFB in strict accordance with the conditions, requirements and specifications of this IFB to propose. In the event the City includes trade names as a part of the work description of any item, any participating vendor may submit quotations on other trade-named products, providing they are equivalent, unless the wording "No Substitute"/ "Brand Name Only"/ "No Approved Equals" is indicated. When the description includes the wording "No Substitute"/ "Brand Name Only"/ "No Approved Equals" in addition to the trade name, quotations of price will be accepted only on the trade-named product indicated. All disputes concerning grades and quality of merchandise or work shall be determined by the Director of Purchasing or his/her authorized representative.

A.14 SAMPLES:

Upon request, vendors are required to furnish a sample of the goods and/or services to be supplied at no cost to the City and County of Denver. Any sample submitted shall create an express warranty that the whole of the goods and/or services shall conform to the sample submitted. All samples become the property of the City.

A.15 DISCLOSURE OF CONTENTS OF BIDS:

The contents of all bids become a matter of public record and a "Record" under the Colorado Open Records Act, § 24-72-201, et seq., C.R.S. ("CORA"). Upon request to the City, the disclosure of Records is mandatory, with the exception of those Records under CORA which are excluded from disclosure sometimes identified as business or trade secrets or proprietary matters ("Protected Items"). Protected Items so marked may not be disclosed unless disclosure is otherwise required under CORA. If a request is made under CORA for Records, the City will use reasonable efforts to notify the Vendor of the request, and it will be the responsibility of the Vendor to appropriately redact Protected Items from its submittal to the City. If a Vendor does not respond to the City to redact Protected Items as requested all Records may be disclosed by the City. If necessary, a Vendor shall seek a court order to protect their Protected Items, and will defend, indemnify, and hold harmless the City from any claim or action related to the City's withholding of Protected Items.

A.16 PROOF OF REGISTRATION WITH THE COLORADO SECRETARY OF STATE:

Successful vendors are required to furnish a Certificate of Good Standing from the Colorado Secretary of State's Office, as proof that they are properly registered to do business in the State of Colorado, prior to finalization of award and contracting.

SECTION B: SCOPE OF WORK AND TECHNICAL REQUIREMENTS:

B.1 SCOPE OF WORK/ REQUIREMENTS:

The City and County of Denver, hereinafter referred to as the City, and the Denver International Airport hereinafter referred to as (DEN) is seeking a vendor to provide recovered seat cushions of existing and/or future seat cushions for Terminal and Concourse seating needs. Please see specifications included for existing seating requiring repair. All pricing includes pick up and return delivery from 6960 Valleyhead, Denver, CO 80249. The Scope of Work for this Project includes the following Tasks:

1. Pick up damaged seat cushions from customer within 3 days from request and provide pickup receipt (sample provided below)
2. Strip off old fabric
3. Assess if seat cushion foam replacement is required, as it may not be necessary on every seat cushion. Foam specification: Cast Molded Foam Seat, Compression 38 to 43 lbs., Density 2.9 lbs., and size is approximately 24” x 20” with a thickness of approximately 3” (vendor shall supply the foam)
4. Recover seat cushion with Naugahyde Neo 61 Midnight Fabric (vendor shall supply the fabric)
5. Return recovered cushions within 2 weeks from pick-up date to same location and provide return delivery receipt (sample provided below)
6. Vendor is expected to coordinate pickup within three (3) business days from date request is received.
7. A minimum quantity of eighty (80) repaired seat cushions are expected to be returned within two weeks from the date of pick up.

Pick-up

Date:

Denver International Airport (DEN) 6960 Valleyhead, Denver, CO 80249

*(Insert Company Name, MPO Bid # and SC#)
(Insert Company Address and Phone Number)*

Pick-up Qty	Description	Price per Qty	Amount
	Upholster Seats		\$ -
	Foam Replacements (Estimate)		\$ -
	Total Quantity of Seats Picked-Up		

Drop-off

Date:

Denver International Airport (DEN) 6960 Valleyhead, Denver, CO 80249

*(Insert Company Name, MPO Bid # and SC#)
Insert Company Address and Phone Number*

Drop-Off Qty	Description	Price per Qty	Amount
	Upholster Seats		\$ -
	Foam Replacements		\$ -
	Total Quantity of Seats Returned	Total Due	







B.2 TERM

See Master Purchase Order Section [herein](#).

B.3 ESTIMATED QUANTITIES:

Quantities listed are the City's best estimate and do not obligate the City to order or accept more than City's actual requirements during the period of this agreement, as determined by actual needs and availability of appropriated funds.

B.4 F.O.B. POINT:

Prices bid shall be F.O.B. Destination and delivered to Denver, Colorado, delivered to Denver International Airport, 6960 Valleyhead, Denver, CO 80249.

B.5 DELIVERY CONSIDERATIONS:

Delivery time is of the essence. Successful vendor will be required to deliver seat cushions back to Denver International Airport no more than 30 days after picking them up; failure to do so may result in the cancellation of contract and moving on to the next lowest proposer. This timing is critical.

B.6 WARRANTY GUARANTEE:

Vendor shall be fully responsible for any and all warranty work, regardless of whether or not manufacturers of equipment, and/or its component parts, provide the actual warranty coverage. In addition, vendor shall have or establish a single, local source that will accomplish or coordinate any necessary warranty work. Vendor shall respond to requests for warranty assistance within twenty-four (24) hours.

B.7 WARRANTY:

Vendor or dealership location where warranty service will be completed:

Vendor: _____

Address: _____

City, State and Zip Code: _____

B.8 AIRPORT SECURITY:

It is a material requirement of this Contract that the Vendor shall comply with all rules, regulations, written policies and authorized directives from the City and/or the Transportation Security Administration with respect to Airport security. The Vendor shall conduct all of its activities at the Airport in compliance with the Airport security program, which is administered by the Security Section of the Airport Operations Division, Department of Aviation. Violation by the Vendor or any of its employees, subcontractors, and vendors of any rule, regulation, or authorized directive from the City or the Transportation Security Administration with respect to Airport Security shall be grounds for immediate termination by the City of this Contract for cause.

The Vendor shall promptly upon notice of award of this Contract, meet with the Airport's Assistant Security Manager to establish badging and vehicle permit requirements for Vendor's operations under this Contract. The Vendor shall obtain the proper access authorizations for all of its employees, subcontractors, and vendors who will enter the Airport to perform work or make deliveries, and shall be responsible for each such person's compliance with all Airport rules and regulations, including without limitation those pertaining to security. Any person who violates such rules may be subject to revocation of his/her access authorization. The failure of the

Vendor or any subcontractor to complete any required services hereunder shall not be excused on account of the revocation for good cause of access authorization of any person.

The security status of the Airport is subject to change without notice. If the security status of the Airport changes at any time during the term of this Contract, the Vendor shall take immediate steps to comply with security modifications which occur as a result of the changed status. The Vendor may at any time obtain current information from the Airport Security Office regarding the Airport's security status in relation to the Vendor's operations at the Airport.

The Vendor shall return to the City at the expiration or termination of this Contract, or upon demand by the City, all access keys or access badges issued to it for any area of the Airport, whether or not restricted. If the Vendor fails to do so, the Consultant shall be liable to reimburse the City for all the City's costs for work required to prevent compromise of the Airport security system. The City may withhold funds in the amount of such costs from any amounts due and payable to the Vendor under this Contract.

LAWS, REGULATIONS, TAXES AND PERMITS

The Vendor shall procure all permits and licenses, pay all charges, taxes and fees and give all notices necessary and incidental to the due and lawful prosecution of the work. All costs thereof shall be deemed to be included in the prices proposed for the work.

The Vendor, at all times, shall observe and comply with all federal, state, county, city and other laws, codes, ordinances, rules and regulations in any manner affecting the conduct of the work.

Without limiting the foregoing, the Vendor shall establish appropriate procedures and controls so that services under this Contract will not be performed by using any alien who is not legally eligible for such employment under United States Immigration laws. Failure to comply with this condition satisfactorily may cause the City to terminate this Contract.

B.9 EMERGENCY PURCHASES:

The City and County of Denver reserves the right to purchase from other sources those items which are required on an emergency basis and cannot be supplied immediately from stock by the vendor.

B.10 VENDOR PERFORMANCE MANAGEMENT:

The Purchasing Department may administer a vendor performance management program as part of this contract. The purpose of this program is to create a method for documenting and advising the Purchasing Department of exceptional performance or any problems related to the purchased goods and services.

FOR GOODS

- Total dollar value of purchases per City Agency
- Total number of transactions per City Agency
- Percentage of items shipped from local stock
- Percentage of items backordered
- Average delivery time for stock material
- Average delivery time for backorders

Supplier may also be required to provide additional specific reporting/data as required.

B.11 ENVIRONMENTAL MANAGEMENT SYSTEM, ENVIRONMENTAL POLICY, AWARENESS, AND COMPLIANCE:

Some City operations can pose risks to human health and the environment. Proactive environmental management can reduce risk and prevent harm. The Denver Environmental Performance Program (DEPP) is the City's ISO 14001 Environmental Management System (EMS). The DEPP ensures all aspects of City operations with the potential to cause environmental impacts are proactively managed. The DEPP reinforces the City's position that the City's business partners are aware of the City's Environmental Policy, and are responsible for supplying goods and services in a manner consistent with this policy. The DEPP also requires business partners ensure the competency of their staff with respect to the environmental impacts of their duties.

The Environmental Policy of the City & County of Denver, may be found at:

<https://denvergov.org/files/assets/public/v/2/public-health-and-environment/documents/eq/2024-denver-environmental-policy.pdf>

All City business partners are required to comply with federal, state, and local environmental regulations. The DEPP requires all City business partners to be aware of the impacts their products and services have on the environment and implement practices to minimize impacts, prevent pollution, and align outcomes with the City's environmental performance goals.

The Contractor shall provide products and services under this agreement consistent with the City's Environmental Policy and any environmental performance goals identified by the agency for whom the contractor is performing work.

B.11.a Environmentally Preferable Purchasing (EPP) Guidance

The City defines Environmentally Preferable products and services as those having a lesser or reduced effect on human health and the environment when compared with competing products and services serving the same purpose. The City's EPP evaluation may extend to materials of manufacture, packaging, transport, recycled content, energy consumption, local recyclability, waste disposal, and other factors.

Vendors are encouraged to describe any EPP attributes of the goods or services they offer to the City. Applicable EPP considerations may factor in product and service evaluations.

[append here the customized EPP attributes list for each solicitation]

SECTION C: PRICING/BID ITEMS

C.1 PRICING INFORMATION:

This section shall include proposed costs and prices. All pricing information shall be limited solely to this section of your bid. This section should address all requirements set forth in Section B as well as any other items pertinent to your bid pricing such as additional discounts for increased quantities, etc. The requirements have been developed to allow the City to uniformly evaluate prices submitted for the work. Accordingly, you should follow these instructions carefully and provide all data requested in the formats specified herein and in any referenced attachments. Pricing shall be in the format contained in the IFB

The City will not increase the contract or any purchase order (either dollar amount or time) for items not included in the submitted bid documents.

The City reserves the right to purchase part or the entire bid.

C.2 PRICING FIRM AND FIXED:

All prices quoted shall be firm and fixed for the initial 12 months of the agreement.

Due Dates for Yearly Pricing Updates

PRICING UPDATE REQUEST DUE DATE	UPDATED PRICING PERIOD FOLLOWING DUE DATE
June 1 st	August 1 st through July 31 th

Pricing updates must be based upon documented manufacturer’s price increases and must be verifiable (e.g., letter from the manufacturer(s), market indexes, and etcetera.

The vendor must provide a complete template that includes both items with price changes as well as items here changes are not requested. Items with price increases must be clearly identified. Pricing is adjustable at twelve (12) months after the date of award and thereafter annually for the life of the contract, in an amount not to exceed the average of the Producer Price Index (PPI) or up to 5%, whichever is less, for Upholstered Household Furniture Manufacturing (PCU337121337121). All items, Base Period Index Jun 1982=100, Not Seasonally Adjusted for the twelve months prior.

Vendors shall have the capability of accepting the City’s authorized Procurement Card as a method of payment. No price changes or additional fee(s) may be assessed when accepting the Procurement Card as a form of payment.

C.3 BID ITEMS:

BID ITEM	DESCRIPTION	ESTIMATED ANNUAL QUANTITY	UNIT PRICE	EXTENDED PRICE
1.	<p><u>Upholstery of Seats Top and Bottom</u></p> <p>Pick-up seat cushion(s) Vendor strips old fabric from the cushion, check cushion foam, recover seat cushion with Naugahyde Neo 61 Midnight Fabric (vendor shall supply the fabric), return recovered cushion(s) to same location.</p> <p>All pricing includes pick up from and return delivery to location</p>	1500	\$ _____	\$ _____
2.	<p><u>Foam Replacement of Seats Top and Bottom as Necessary:</u></p> <p>Foam Replacement may not be necessary on every chair, Foam specification: Cast Molded Foam Seat, Compression 38 to 43 lbs., Density 2.9 lbs., and size is approximately 24" x 20" with a thickness of approximately 3".</p> <p>All pricing includes pick up from and return delivery to location</p>	600	\$ _____	\$ _____
Grand Total		\$ _____		

SECTION D: MASTER PURCHASE ORDER TERMS AND CONDITIONS**1. Goods/Services:**

_____, a _____, (“Vendor”) shall provide the goods, and any services related thereto, identified and described on attached **Exhibit A**, to the City and County of Denver, a Colorado municipal corporation (the “City”), all in accordance with the terms and conditions of this Master Purchase Order.

2. Ordering:

The City shall purchase one or more of the goods/services by issuing a written purchase order(s) or similar appropriate written document (“Order”), each of which will be deemed incorporated into this Master Purchase Order for purposes of such Order only.

3. Pricing:

The pricing/rates for the goods/services is contained on **Exhibit A** and shall be held firm for the term of this Master Purchase Order.

4. Term/Renewal:

The term of this Master Purchase Order shall be from date of City signature to and including 08/01/2028. General Services and the vendor may mutually agree to renew and continue this Master Purchase Order for additional periods at the same pricing structure, terms, and conditions. However, no renewal shall surpass 07/31/2031.

5. Non-Exclusive:

This Master Purchase Order is non-exclusive. City does not guarantee any minimum purchase other than as provided herein.

6. Inspection and Acceptance:

Vendor shall perform any services in accordance with the standard of care exercised by highly competent vendors who perform like or similar services. City may inspect all goods/services prior to acceptance. Payment does not constitute acceptance. Vendor shall bear the cost of any inspection/testing that reveal goods/services that are defective or do not meet specifications. City's failure to accept or reject goods/services shall not relieve Vendor from its responsibility for such goods/services that are defective or do not meet specifications nor impose liability on City for such goods/services. If any part of the goods/services are not acceptable to City, City may, in addition to any other rights it may have at law or in equity: (1) make a warranty claim; (2) repair and/or replace the goods or substitute other services at Vendor's expense; or (3) reject and return the goods at Vendor's cost and/or reject the services at Vendor's expense for full credit. Any rejected goods/services are not to be replaced without written authorization from City, and any such replacement shall be on the same terms and conditions contained in this Purchase Order.

7. Shipping, Taxes and Other Credits and Charges:

All pricing is F.O.B. destination unless otherwise specified. Shipments must be marked with Vendor's name, the Master Purchase Order number, and contain a delivery or packing slip. Vendor shall not impose any charges for boxing, crating, parcel post, insurance, handling, freight, express or other similar charges or fees. Vendor shall notify City in writing of any price decreases immediately, and City shall receive the benefit thereof on all unshipped items. Vendor shall comply with any additional delivery terms specified herein. Vendor shall be responsible for the cleanup and reporting of any contamination (environmental or otherwise) or spillage resulting from the delivery and/or unloading of goods within twenty-four (24) hours of the contamination or spillage or sooner if required by law. Vendor shall procure all permits and licenses; pay all charges, taxes and fees; and give all notices necessary and incidental to the fulfillment of this Master Purchase Order and all cost thereof have been included in the prices contained herein. City shall not be liable for the payment of taxes, late charges, or penalties of any nature, except as required by D.R.M.C. § 20-107, et seq. The price of all goods/services shall reflect all applicable tax exemptions. City's Federal Registration No. is 84-6000580 and its State Registration No. is 98-02890. Vendor shall pay all sales and use taxes levied by City on any tangible personal property built into the goods/services. Vendor shall obtain a Certificate of Exemption from the State of Colorado Department of Revenue prior to the purchase of any materials to be built into the goods/services and provide a copy of the Certificate to City prior to final payment.

8. Risk of Loss:

Vendor shall bear the risk of loss, injury, or destruction of goods prior to delivery to City. Loss, injury, or destruction shall not release Vendor from any obligation hereunder.

9. Invoice:

Each invoice shall include: (i) the Purchase Order number; (ii) individual itemization of the goods/services; (iii) per unit price, extended and totaled; (iv) quantity ordered, back ordered and shipped; (v) an invoice number and date; (vi) ordering department's name and "ship to" address; and (vii) agreed upon payment terms set forth herein.

10. Payment:

Payment shall be subject to City's Prompt Payment Ordinance D.R.M.C. § 20-107, et-seq., after City accepts the goods/services. Any other provision of this Master Purchase Order notwithstanding, in no event shall the City be liable for aggregate payments under this Master Purchase Order in excess of TBD (\$). Vendor acknowledges that any goods/services provided beyond those specifically described in **Exhibit A** are performed at Vendor's risk and without authorization from the City. City's payment obligations hereunder, whether direct or contingent, shall extend only to funds appropriated by the Denver City Council for the purpose of this Master Purchase Order, encumbered by the City after receipt of Vendor's invoice and paid into the Treasury of City. Vendor acknowledges that: (i) City does not by this Master Purchase Order, irrevocably pledge present cash reserves for payments in future fiscal years; and (ii) this Master Purchase Order is not intended to create a multiple-fiscal year direct or indirect debt or financial obligation of City. City may setoff against any payments due to Vendor any claims and/or credits it may have against Vendor under this Master Purchase Order.

11. Amendments/Changes:

Only the Executive Director of General Services or his/her delegate is authorized to change or amend this Master Purchase Order by a formal written change order. Any change or amendment that would cause the aggregate payable under this Master Purchase Order to exceed the amount appropriated and encumbered for this Master Purchase Order is expressly prohibited and of no effect. Vendor shall verify with the City that the amount appropriated and encumbered is sufficient to cover any increase in cost due to changes or amendments. Goods/services provided without such verification are provided at Vendor's risk. Vendor has no authority to bind City on any contractual matters.

12. Warranty:

Vendor warrants and guarantees to City that all goods furnished under this Master Purchase Order are free from defects in workmanship and materials, are merchantable, and fit for the purposes for which they are to be used. For any goods furnished under this Master Purchase Order which become defective within twelve (12) months (unless otherwise specified) after date of receipt by City, Vendor shall either, at City's election and to City's satisfaction, remedy any and all defects or replace the defective goods at no expense to City within seven (7) days of receipt of the defective goods or accept the defective goods for full credit and payment of any return shipping charges. Vendor shall be fully responsible for any and all warranty work, regardless of third-party warranty coverage. Vendor shall furnish additional or replacement parts at the same prices, conditions and specifications delineated herein.

13. Indemnification/Limitation of Liability:

Vendor shall indemnify and hold harmless City (including but not limited to its employees, elected and appointed officials, agents and representatives) against any and all losses (including without limitation, loss of use and costs of cover), liability, damage, claims, demands, actions and/or proceedings and all costs and expenses connected therewith (including without limitation attorneys' fees) that arise out of or relate to any claim of infringement of patent, trademark, copyright, trade secret or other intellectual property right related to this Master Purchase Order or that are caused by or the result of any act or omission of Vendor, its agents, suppliers, employees, or representatives. Vendor's obligation shall not apply to any liability or damages which result solely from the negligence of City. City shall not be liable for any consequential, incidental, indirect, special, reliance, or punitive damages or for any lost profits or revenues, regardless of the legal theory under which such liability is asserted. In no event shall City's aggregate liability exceed the agreed upon cost for those goods/services that have been accepted by City under this Master Purchase Order up to the total Master Purchase Order Amount. Notwithstanding anything contained in this Master Purchase Order to the contrary, City in no way limits or waives the rights, immunities and protections provided by C.R.S. § 24-10-101, *et seq.*

14. Termination:

City may terminate this Master Purchase Order, in whole or in part, at any time and for any reason immediately upon written notice to Vendor. In the event of such a termination, City's sole liability shall be limited to payment of the amount due for the goods/services accepted by City. Vendor acknowledges the risks inherent in this termination for convenience and expressly accepts them. Termination by City shall not constitute a waiver of any claims City may have against Vendor.

15. Interference:

Vendor shall notify the Director of Purchasing immediately of any condition that may interfere with the performance of Vendor's obligations under this Master Purchase Order and confirm such notification in writing within twenty-four (24) hours. City's failure to respond to any such notice shall in no way act as a waiver of any rights or remedies City may possess.

16. Venue, Choice of Law and Disputes:

Venue for all legal actions shall lie in the District Court in and for City and County of Denver, State of Colorado, and shall be governed by the laws of the State of Colorado as well as the Charter and Revised Municipal Code, rules, regulations, Executive Orders, and fiscal rules of City. All disputes shall be resolved by administrative hearing, pursuant to the procedure established by D.R.M.C. § 56-106. Director of Purchasing shall render the final determination.

17. Assignment/No Third Party Beneficiary:

Vendor shall not assign or subcontract any of its rights or obligations under this Master Purchase Order without the written consent of the Executive Director of General Services or his/her delegate. In the event City permits an assignment or subcontract, Vendor shall continue to be liable under this Master Purchase Order and any permitted assignee or subcontractor shall be bound by the terms and conditions contained herein. This Master Purchase Order is intended solely for the benefit of City and Vendor with no third-party beneficiaries.

18. Notice:

Notices shall be made by Vendor to the Director of Purchasing and by City to Vendor at the addresses provided herein, in writing sent registered, return receipt requested.

19. Compliance With Laws:

Vendor shall observe and comply with all federal, state, county, city, and other laws, codes, ordinances, rules, regulations, and executive orders related to its performance under this Master Purchase Order. City may immediately terminate this Master Purchase Order, in whole or in part, if Vendor or an employee is convicted, pleads nolo contendere, or admits culpability to a criminal offense of bribery, kickbacks, collusive bidding, bid-rigging, antitrust, fraud, undue influence, theft, racketeering, extortion or any offense of a similar nature.

20. Insurance:

Vendor agrees to secure, at or before the time of execution of this Master Purchase Order, the following insurance covering all operations, goods or services provided pursuant to this Master Purchase Order. Vendor shall keep the required insurance coverage in force at all times during the term of the Master Purchase Order, including any extension thereof, and during any warranty period. The required insurance shall be underwritten by an insurer licensed or authorized to do business in Colorado and rated by A.M. Best Company as "A-VIII" or better. Each policy shall require notification to the City in the event any of the required policies be canceled or non-renewed before the expiration date thereof. Such written notice shall be sent to the parties identified in the Notices section of this Master Purchase Order. Such notice shall reference the Master Purchase Order listed on the signature page of this Master Purchase Order. Said notice shall be sent thirty (30) days prior to such cancellation or non-renewal unless due to non-payment of premiums for which notice shall be sent ten (10) days prior. If such written notice is unavailable from the insurer, Vendor shall provide written notice of cancellation, non-renewal and any reduction in coverage to the parties identified in the Notices section by certified mail, return receipt requested within three (3) business days of such notice by its insurer(s) and referencing the City's Master Purchase Order. Vendor shall be responsible for the payment of any deductible or self-insured retention. The insurance coverages specified in this Master Purchase Order are the minimum requirements, and these requirements do not lessen or limit the liability of Vendor. Vendor shall maintain, at its own expense, any additional kinds or amounts of insurance that it may deem necessary to cover its obligations and liabilities under this Master Purchase Order.

Vendor may not commence services or work relating to this Master Purchase Order prior to placement of coverages required under this Master Purchase Order. The City requests that the City's contract number be referenced on the certificate of insurance. The City's acceptance of a certificate of insurance or other proof of insurance that does not comply with all insurance requirements set forth in this Master Purchase Order shall not act as a waiver of Vendor's breach of this Master Purchase Order or of any of the City's rights or remedies under this Master Purchase Order. The City's Risk Management Office may require additional proof of insurance, including but not limited to policies and endorsements. For Commercial General Liability, Auto Liability, and Excess Liability/Umbrella (if required), Vendor and sub-contractor's insurer(s) shall include the City and County of Denver, its elected and appointed officials, employees and volunteers as additional insured. For all coverages required under this Master Purchase

Order, Vendor's insurer shall waive subrogation rights against the City. Vendor shall confirm and document that all subcontractors and subconsultants (including independent contractors, suppliers or other entities providing goods or services required by this Master Purchase Order) procure and maintain coverage as approved by Vendor and appropriate to their respective primary business risks considering the nature and scope of services provided. Vendor shall maintain the coverage as required by statute for each work location and shall maintain Employer's Liability insurance with limits of \$100,000 per occurrence for each bodily injury claim, \$100,000 per occurrence for each bodily injury caused by disease claim, and \$500,000 aggregate for all bodily injuries caused by disease claims. Vendor shall maintain a Commercial General Liability insurance policy with minimum limits of \$1,000,000 for each bodily injury and property damage occurrence, \$2,000,000 products and completed operations aggregate (if applicable), and \$2,000,000 policy aggregate. Vendor shall maintain Automobile Liability with minimum limits of \$1,000,000 combined single limit applicable to all owned, hired and non-owned vehicles used in performing services under this Master Purchase Order.

21. Severability:

If any provision of this Master Purchase Order, except for the provisions requiring appropriation and encumbering of funds and limiting the total amount payable by City, is held to be invalid, illegal or unenforceable by a court of competent jurisdiction, the validity of the remaining portions or provisions shall not be affected if the intent of City and Vendor can be fulfilled.

22. Survival:

All terms and conditions of this Master Purchase Order which by their nature must survive termination/expiration shall so survive. Without limiting the foregoing, Vendor's insurance, warranty, and indemnity obligations shall survive for the relevant warranty or statutes of limitation period plus the time necessary to fully resolve any claims, matters or actions begun within that period.

23. No Construction Against Drafting Party:

No provision of this Master Purchase Order shall be construed against the drafter.

24. Status of Vendor/Ownership of Work Product:

Vendor is an independent contractor retained on a contractual basis to perform services for a limited period of time as described in Section 9.1.1E(x) of the Charter of City. Vendor and its employees are not employees or officers of City under Chapter 18 of the D.R.M.C. for any purpose whatsoever. All goods, deliverables, hardware, plans, drawings, reports, submittals and all other documents or things furnished to City by Vendor shall become and are the property of City, without restriction. Ownership rights shall include, but not be limited to, the right to copy, publish, display, transfer, prepare derivative works, or otherwise use materials. Software licenses terms may be incorporated herein by an End User License Agreement signed by the Director of Purchasing. Any 'click-wrap' electronic acceptance or other terms and conditions not agreed to in writing by the Director of Purchasing are of no force and effect.

25. Examination of Records and Audits:

Any authorized agent of the City, including the City Auditor or his or her representative, has the right to access, and the right to examine, copy and retain copies, at City's election in paper or electronic form, any pertinent books, documents, papers and records related to Vendor's performance pursuant to this Master Purchase Order, provision of any goods or services to the City, and any other transactions related to this Master Purchase Order. Vendor shall cooperate with City representatives and City representatives shall be granted access to the foregoing documents and information during reasonable business hours and until the latter of three (3) years after the final payment under the Master Purchase Order or expiration of the applicable statute of limitations. When conducting an audit of this Master Purchase Order, the City Auditor shall be subject to government auditing standards issued by the United States Government Accountability Office by the Comptroller General of the United States, including with respect to disclosure of information acquired during the course of an audit. No examination of records and audits pursuant to this paragraph shall require Vendor to make disclosures in violation of state or federal privacy laws. Vendor shall at all times comply with D.R.M.C. 20-276.

26. Remedies/Waiver:

No remedy specified herein shall limit any other rights and remedies of City at law or in equity. No waiver of any breach shall be construed as a waiver of any other breach.

27. No Discrimination in Employment:

In connection with the performance of work under the Master Purchase Order, the Vendor may not refuse to hire, discharge, promote, demote, or discriminate in matters of compensation against any person otherwise qualified, solely

because of race, color, religion, national origin, ethnicity, citizenship, immigration status, gender, age, sexual orientation, gender identity, gender expression, marital status, source of income, military status, protective hairstyle, or disability. Vendor shall insert the foregoing provision in all subcontracts.

28. Use, Possession or Sale of Alcohol or Drugs:

Vendor shall cooperate and comply with the provisions of Executive Order 94. Violation may result in City terminating this Master Purchase Order or barring Vendor from City facilities or from participating in City operations.

29. Conflict of Interest:

No employee of City shall have any personal or beneficial interest in the goods/services described in this Master Purchase Order; and Vendor shall not hire or contract for services any employee or officer of City which would be in violation of City's Code of Ethics, D.R.M.C. §2-51, et seq. or the Charter §§ 1.2.8, 1.2.9, and 1.2.12.

30. Advertising and Public Disclosure:

Vendor shall not include any reference to the Master Purchase Order or to services performed or goods purchased pursuant to the Master Purchase Order in any of Vendor's advertising or public relations materials without first obtaining the written approval of the Director of Purchasing.

31. Intellectual Property:

Any research, reports, studies, data, photographs, negatives or other documents, drawings or materials (collectively "materials") delivered by Vendor in performance of its obligations under this Master Purchase Order shall be the exclusive property of City. Ownership rights shall include, but not be limited to the right to copy, publish, display, transfer, prepare derivative works, or otherwise use materials. Software license terms may be incorporated herein by an End User License Agreement signed by the Director of Purchasing. Any 'click-wrap' agreement, terms of use, electronic acceptance or other terms and conditions not agreed to in writing by the Director of Purchasing are of no force and effect.

SECTION E: ADDITIONAL REQUIRED INFORMATION

E.1 REFERENCE LISTING:

Vendors shall furnish the names, addresses and telephone numbers of a minimum of three (3) firms or government organizations for which the vendor is currently furnishing or has, in the past, provided goods for:

Company Name _____

Address _____

Reference _____

Reference Email Address _____

Telephone Number _____

Company Name _____

Address _____

Reference _____

Reference Email Address _____

Telephone Number _____

Company Name _____

Address _____

Reference _____

Reference Email Address _____

Telephone Number _____

E.2 CONTRACT CERTIFICATION FORM:

**CITY AND COUNTY OF DENVER
DEPARTMENT OF GENERAL SERVICES**

Proposal # _____

NOTICE: ANY PROPOSED MODIFICATIONS TO THE LANGUAGE OF THE CITY’S MASTER PURCHASE ORDER SAMPLE AGREEMENT MUST BE CONTAINED IN THE PARAGRAPHS BELOW OR ON A REDLINED VERSION OF THE SAMPLE MASTER PURCHASE ORDER AGREEMENT. ANY VENDOR MODIFICATION THAT DOES NOT INCLUDE SPECIFIC LANGUAGE CHANGES MAY BE CONSIDERED NON-RESPONSIVE BY THE CITY AND VENDOR WAIVES ANY RIGHTS TO NEGOTIATE THE SAMPLE AGREEMENT LANGUAGE AT A LATER TIME. THE FOLLOWING TERMS OF THE AGREEMENT ARE NON-NEGOTIABLE:

- Governing Law and Venue
- Discrimination in Employment
- Examination of Records
- Defense and Indemnification

THE FOLLOWING TERMS OF THE MASTER PURCHASE AGREEMENT ARE ONLY NEGOTIATED IN EXCEPTIONAL CIRCUMSTANCES:

- Payment
- Termination for Convenience

I, on behalf of the vendor identified below, hereby certify that I have read a copy of the sample contract attached to the Proposal. I further hereby certify that it is the vendor’s intent to agree to, and comply with each and every term and provision contained in the sample contract and propose no modifications to the sample contract except as follows:

Put checkmark in box if no proposed modifications.

- 1) _____
- 2) _____
- 3) _____

I understand that the language modification(s) stated above, if any, are offered for discussion purposes only and that the City and County of Denver reserves the right to accept, reject or further negotiate any and all proposed modification to the sample contract. Vendor expressly agrees to all sample contract language where no modifications are proposed.

Company Name: _____

Authorized Signature: _____

Name (please print): _____

Title: _____

Date: _____

E.3 VENDOR'S CHECK LIST:

The following check list should be used to ensure required documentation is attached to the bid. If a document is not required for your bid, write n/a in the blank.

1. Have you signed the front page of the bid? _____
2. Have you reviewed all bid prices, checked unit costs, extensions and totals? _____
3. Have you included manufacturer's names and reference numbers, as applicable? _____
4. Have you listed the quantities you will supply? _____
5. Have you supplied any alternatives or additional information on separate headed note paper? _____
6. Have you responded to or completed and included in your response **all** of the City's requirements, questions, forms, including the vendor sustainability form and other city requests (where applicable)? _____
7. Have you enclosed relevant technical literature or samples (where applicable)? _____
8. Have you completed and included the XO-101 Diversity and Inclusivity Information Request Form? _____
9. Have you completed and included all required MBE, WBE, SBE documentation (as applicable)? _____

E.4 DENVER VENDOR SUSTAINABILITY:

The City encourages vendors to demonstrate a commitment to and experience in environmental sustainability and public health protection practices applicable to its line of products and/or services being procured in this IFB. See Section A of this IFB for the Sustainable Denver Policy and Guidance. The following are areas that may be addressed.

Explain how your products and/or service supports the City’s goal of environmentally preferable purchasing.

- Manufacturing Process
- Product Content
- Transportation
- Packaging
- Performance
- End of Life
- Third Party Certification (Green Seal, Eco Logo, Design for the Environment, etc.)
- Other

To aid the City in future IFBs for this good/service, the City is seeking information from the vendor community on what changes may affect this request in the area of environmentally preferable specifications. The City reserves the right to review and incorporate the information provided in future specifications/scopes of work.

E.5 SMALL BUSINESS INFORMATION REQUEST

In an effort to engage with underutilized businesses or communities, the City is requesting voluntary disclosure of any certification(s) held by your company, whether it is SBE, MBE, VBE, WBE, DBE or a combination of these categories. If the certifying entity is the City, documentation does not need to accompany your bid.

Such certification is to be current and the certifying entity documentation should reflect the following information:

- The name of the Certifying body
- Name of the Supplier/vendor certified
- Contact information of the certifying body
- Start date/End date of the certification
- If applicable, commodities and services supplier/vendor is certified to perform
- Additional information as identified by the Certifying entity

The City would also like to know if your company is considered a small business but is not certified by any certifying body. In addition, if your company’s supply chain contains products from an underutilized entity/ small business that go into the creation of the products that you offer, please provide their information as well.

This information is for statistical purposes only and will not have any affect when evaluating the bids.

Supplier Name:	
Type of Certification (s):	
Certifying entity(ies):	

Please submit copies of the appropriate certification(s) with your bid.

For more information on the SBA small business determination, the link to the process is <https://www.sba.gov/size-standards/>

E.7 DISCLOSURE OF GENERATIVE ARTIFICIAL INTELLIGENCE (A.I.) USAGE

CITY AND COUNTY OF DENVER
DEPARTMENT OF GENERAL SERVICES

Generative Artificial Intelligence (“Gen AI”) is a technology that can create content, including text, images, audio, or video, when prompted by a user. Generative AI systems learn patterns and relationships from large amounts of data, which enables systems to generate new content that may be similar, but not identical, to the underlying data.

Bidder/Offeror must inform the City within this form if it has used GenAI, including GenAI from third parties, to complete all or a portion of their submission.

I, on behalf of the bidder/proposer identified below, hereby certify that I have read this form and affirm that this submittal (and any ancillary documents) does NOT contain any content derived from a Generative AI platform or equivalent. Bidder/proposer will also clearly identify and inform the City of any additional information provided during this solicitation process that contains Generative A.I. content. (as applicable)

Bidder/Proposer Name:

Authorized Signature (Required):

Name (please print):

Title:

Date:

OR

I, on behalf of the bidder/proposer identified below, hereby certify that I have read this form and affirm that this submittal (and any ancillary documents) DOES contain content derived from a Generative AI platform or equivalent.

Bidder/Proposer Name:

Authorized Signature (Required):

Name (please print):

Title:

Date:

Generative A.I. is contained in the following documents/ sections/ exhibits. (duplicate this form as needed and/or attach a list of the requested Generative A.I. disclosures on your company’s letterhead)

- 1.
- 2.
- 3.
- 4.
- 5.

Bidder/proposer will clearly identify and inform the City of any additional information provided during this solicitation process that contains Generative A.I. content

E.8 VENDOR INFORMATION:

Vendor									
Business Name	Tax ID # (TIN or SSN)								
Business Address	Telephone Number								
City, State Zip	Fax Number								
Order Address (If different from above)	Email								
City, State, Zip	Ordering Email (If different from above)								
Remittance Name	<div style="border: 1px solid black; padding: 5px; text-align: center;">Vendor Entity Type (check one)</div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td><input type="checkbox"/> Individual</td> <td><input type="checkbox"/> LLP/LLC</td> </tr> <tr> <td><input type="checkbox"/> Partnership</td> <td><input type="checkbox"/> Sole Proprietor</td> </tr> <tr> <td><input type="checkbox"/> Corporation</td> <td><input type="checkbox"/> Government</td> </tr> <tr> <td><input type="checkbox"/> Exempt/Non-Profit</td> <td><input type="checkbox"/> Employee</td> </tr> </table>	<input type="checkbox"/> Individual	<input type="checkbox"/> LLP/LLC	<input type="checkbox"/> Partnership	<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> Corporation	<input type="checkbox"/> Government	<input type="checkbox"/> Exempt/Non-Profit	<input type="checkbox"/> Employee
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<input type="checkbox"/> Corporation		<input type="checkbox"/> Government							
<input type="checkbox"/> Exempt/Non-Profit	<input type="checkbox"/> Employee								
Remittance Address									
City, State, Zip									
Dun & Bradstreet Number									
SIC Code and/or NAICS Code									
Disadvantaged Business Enterprise (DBE) <input type="checkbox"/> Yes <input type="checkbox"/> No Type (check all that apply) <input type="checkbox"/> DBE Disadvantage Business Enterprise <input type="checkbox"/> MBE Minority Business Enterprise <input type="checkbox"/> WBE Women Business Enterprise <input type="checkbox"/> SBE Small Business Enterprise <input type="checkbox"/> SBEC Small Business Enterprise Concessions <input type="checkbox"/> ACDBE Airport Concession Disadvantage Business Enterprise <input type="checkbox"/> Other: _____	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;">Certification Source</td> <td style="width: 50%; padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Certification Number</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Certification Beginning Date</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Certification Expiration Date</td> <td style="padding: 5px;"></td> </tr> </table>	Certification Source		Certification Number		Certification Beginning Date		Certification Expiration Date	
Certification Source									
Certification Number									
Certification Beginning Date									
Certification Expiration Date									
<p>Awardee(s) will be required to provide copies of organizational documents. (e.g., articles of organization/incorporation)</p>									

Information