The City and County of Denver Purchasing Division organized and hosted our fourth annual Business Opportunity Fair. This year’s event was held at the Police Protective Association Event Center on May 19th. The event was a success with over 240 vendors in attendance. Penny May, interim Executive Director of General Services, welcomed the participants. Opening remarks were followed by three simultaneous sessions: informational presentations, networking activities, and scheduled one-on-one meetings with buyers.

Presenters in the informational session included the Division of Small Business Opportunity (DSBO), Business Development Team, Workforce Development from the Office of Economic Development and DEN Commerce Hub, Business Management Services (BMS) from Denver International Airport. Over fifteen City agencies, State offices, and PTAC hosted networking tables at the event. Lastly, the buyers held ten-minute meetings answering vendor questions one-on-one. Thank you to everyone who contributed to this successful event.

Associate Buyer JD Allred travelled to Indianapolis in late June to accept a leadership and service award for Denver with Mayor Michael B. Hancock at the US Conference of Mayors (USCM). JD was selected to represent Denver for his outstanding work with Purchasing and his engagement and representation of the City of Denver as part of the US Communities committee. We are proud of you, JD!
**Summer has arrived in Colorado, and the outdoors are inviting us to enjoy. Swimming, hiking, fishing, grilling and traveling are just some of the activities that many people will do during the summer. You can prevent illness and injuries while enjoying the outdoors by following some simple, yet important safety tips.**

**Keep Food Safe when Grilling**

- Wash hands with hot, soapy water before and after handling food.
- Keep food and drinks in separate coolers.
- Never leave perishable food out of the refrigerator for more than two hours. When air temperature is above 90 degrees, do not leave food out for more than one hour.
- Use clean utensils and dishes to serve food. Each dish should have its own serving utensils to avoid cross-contamination.
- Allow meat to completely thaw in a refrigerator before placing on the grill.
- Use a meat thermometer to ensure meats have reached a safe, internal temperature.
- Serve grilled foods on a clean dish, not a dish used for raw meat.
- Leftovers should be refrigerated or placed in a cooler within one hour after use.

**Keep Bugs Away!**

- Use bug repellant containing DEET to keep mosquitos, insects and ticks away.
- Do not apply repellant to skin that is under clothing.
- Do not apply repellant to cuts or irritated skin.
- Do not spray aerosol or pump products directly to the face. Spray your hands and then rub them carefully over the face and avoiding eyes and mouth.
- For children, apply repellant on your hands and then rub them on the child, avoiding child’s eyes, mouth and hands.
- Remove ticks using a tweezer, grasping the tick as close to the skin as possible and pulling straight up to remove the tick. Do not squeeze, crush or puncture the body of the tick.
- After returning indoors, wash treated skin with soap and water.
- Don’t forget to check your pets for ticks as well.

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**Did You Know?**

200 named mountain peaks are visible from Denver. Thirty-two of which are at 13,000 feet or above.

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**Years of Service**

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**Corrine’s Summer Safety Tips**

July:
- Curtis Subia 10
- Scott Smith 1

August:
- Emily Becker 2

September:
- Ruth Rouse 27
- Andrew Miskell 1
One of the recent requisitions that came to Purchasing was for three electric motorcycles for the Denver Police Fleet. This purchase was to be the first of its kind for the City and County of Denver, as all of the motorcycle fleet for DPD have always been fueled by conventional gasoline. After receiving the original requisition, Buyer Andrew Miskell met up with Steve Helm from the Police Fleet in order to get a better understanding of their requirements.

Upon meeting with Steve, it was determined that this requisition has come about due to the Mayoral Initiative to cut city vehicle emissions and to increase fuel economy. It was decided within DPD and Fleet that there was a potential use for these dual sport electric motorcycles within District 1. These bikes are designed to be ridden in a more rugged setting and thus could be used to help patrol around trails and lakes, whereas, the previous available patrol have been older, up-fitted dirt bikes that run on gasoline. These motorcycles would offer the police the ability to cover a similar distance, but at a lower carbon footprint level and also quieter around the public setting.

Once Andrew started looking at how these motorcycles were going to be used, he got to see some of the specifications that were going to be ideal, along with a better understanding of what type of accessories were needed. The accessories needed for each bike included a Power Tank, Slide Cases and Rack Kits, Commuter Screens, Hand Guards, and Brake Lever Locks. The brand of motorcycle would be a Zero DS ZF 13.0, which has a range of almost 180 miles on a single charge when driven in the city. The cost to run this motorcycle is $0.01 per mile and the battery has an estimated run life of 403,000 miles.

Once all of the specifications were submitted and all of the needs were described, Andrew put together a formal bid based on the original quote, and issued the solicitation for the registered vendors to enter their bids. After all of the bids had been received, Andrew awarded the vendor with the lowest overall price, which included the base price for the motorcycle and all of the accessories. The total price tag was $65,028.00 for all three bikes, with a unit price of $21,676.00. There has been an ongoing discussion that if these motorcycles test well with the DPD and Fleet, there could be a case made for purchasing additional units to replace the downtown bicycle operations.

Environmentally Friendly Procurement: DPD Electric Motorcycles

The Workday implementation for Human Resources and Payroll is finishing up the Configure and Prototype stage which includes Data Conversion and is about 80% complete. The Sierra Cedar consultants and key users build, test, and validate Workday throughout this stage to prepare for user testing. The Test stage is coming up and P2 Test planning is in full swing; P2 is the second test environment which has all of the City and County of Denver’s configuration and data in it. The Test stage will include end to end testing, user acceptance testing and payroll parallel testing.

In early May the City hosted the Workday Financials launch. This two-hour launch brought together the key players who will be involved in the Design and Architect phase. Purchasing, along with other key Financial departments / agencies are working with the consultants on conceptual designs, business process design, gap analysis, integration, and reports discovery.
Welcome New Purchasing Staff!

A very warm welcome to our new Business Development Coordinator, Cecilia Rivas de Schuermann. Cecilia is a recent transplant to Colorado from Arizona. Cecilia will be a liaison to the vendor community partnering with small and minority-owned businesses to help them learn about bidding opportunities with the City and County of Denver. Cecilia can be reach at Cecilia.RivasdeSchuermann@denvergov.org or 720-913-8120. Welcome, Cecilia!

Welcome, Jeff Wylde! Jeff comes to the Purchasing division from the State of Colorado. His main agencies are Tech. Services, North Denver Cornerstone, Human Resources, and Safety. Jeff can be reached at Jeffrey.Wylde@denvergov.org or 720-913-8157.

Welcome, Brenda Hannu! Brenda also comes to the Purchasing Division from the State of Colorado. Her main agencies are Clerk and Recorder, City Attorney, County Courts, the Mayor’s Office, Excise and License, Worker’s Comp, Risk, and Public Works. Brenda can be reached at Brenda.Hannu@denvergov.org or 720-913-8118.

Welcome back, Shannon Sprague! Shannon returns to the CCD Purchasing division from the Auraria campus. Shannon’s main agencies are Arts & Venues, Sheriff, Police, the Controller’s Office, and Budget and Management, and Denver International Airport (DEN). Shannon can be reached at Shannon.Sprague@denvergov.org or 720-913-8151 (Downtown) and 303-342-2184 (DEN).

We are excited to have you on board. Welcome!

Please view the Purchasing page on DOT for an updated list of buyer assignments.

Employee Promotions

Senior Buyer Joe Saporito recently accepted a position as a contract and procurement analyst with Technology Services.

Thank you for over eight years of service to our division! Best of luck in your new role with the City.

Staff Buyers Andrew Miskell, Janell Schafer and Phil Hill were recently promoted to Associate Buyers! Excellent work!

Emily Becker was recently promoted to a Management Analyst II. Emily manages the contract encumbrance process for the City.