**ADAMS COUNTY PURCHASE ORDER**

**Vendor Address**
DENVER MANAGER OF FINANCE
AIRPORT OFFICE BUILDING
FINANCE OFFICE 8TH FLOOR
8500 PENA BLVD
ATTN: ANNI FASSEL
DENVER CO 80249
VENDOR NUMBER: 88843

**Vendor and Shipping Information**
Phone: (720) 913-8100
Fax: 
Email: 
Delivery: FOB DESTINATION

**Ship To Information**
ADAMS COUNTY FRONT RANGE AIRPORT
5200 FRONT RANGE PARKWAY
WATKINS CO 80137-7131

<table>
<thead>
<tr>
<th>Ln</th>
<th>R</th>
<th>Description / Supplier Item</th>
<th>QTY</th>
<th>UOM</th>
<th>Unit Price</th>
<th>Extended Price</th>
<th>Account Number</th>
<th>Req. No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>2005 Inti Snowplow Truck</td>
<td>EA</td>
<td></td>
<td>0.0000</td>
<td>20,000.00</td>
<td>4304.9175</td>
<td>12682</td>
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</tbody>
</table>

**Invoice to:**
Adams County A/P
4430 S. Adams County Pkwy.
Suite C4000A
Brighton, CO 80601-8212
720-523-6050

**Inquiries to:**
Adams County Purchasing Department
4430 S. Adams County Parkway,
Suite C4000A
Brighton, CO 80601-8212
720-523-6050

**Term**
Net 30 Days

**Sales Tax**
0.00

**Total Order**
20,000.00

**ACCEPTANCE OF THIS ORDER IS SUBJECT TO THE TERMS AND CONDITIONS ABOVE AND ON THE REVERSE SIDE OF THIS DOCUMENT COLORADO TAX EXEMPT #98-03569**

Original

**Ellis, Heidi M**  
ADAMS COUNTY AUTHORIZED SIGNATURE
Quality: Vendor warrants that the goods delivered hereunder will conform to the description stated in this Order and that the goods will be merchantable, of good workmanship and materials, and free from defects. These warranties shall survive inspection, testing and/or acceptance of the goods. At County's option, and without prejudice to any other rights County may have, Vendor shall remedy any defective goods or reimburse County for its costs for remedying or replacing defective goods.

Packing Charges: No charges will be allowed for transportation, boxing, crating or other packaging unless set forth in writing in this Order.

Terms of Payment: Payment in full by County shall be made within thirty (30) days after receipt of invoice from Vendor.

Tax Exempt: County is a tax-exempt government entity, a body politic and corporate. No sales, use or excise taxes shall be included in or added to the prices of materials or goods on this Order. County's tax exempt number is 98-03569.

Appropriation Clause: The payment of County's obligation hereunder in fiscal years subsequent to the current year are contingent upon funds for this Order being appropriated and budgeted. If funds for this Order are not appropriated and budgeted in the year subsequent to the fiscal year of issuance of this Order, the County may terminate this Order. County's fiscal year is the calendar year. Termination under this provision shall not result in any penalty being imposed against County.

Cancellation for Cause: This Order is to be acknowledged properly, and the date of shipment shall be stated definitely in the acknowledgment by Vendor. In the event of Vendor's failure to deliver as and when specified, County reserves the right to cancel this Order, or any part thereof, without affect to its other rights, and Vendor agrees that County may return part or all of any shipment so made and may charge Vendor with any loss or expense sustained as a result of such failure to deliver.

Risk of Loss: If the risk of loss passes at the shipping point, and if Vendor fails to pack the goods in an appropriate manner or to ship them in the manner or route directed by County, Vendor shall reimburse County for any loss resulting from that failure.

Compliance: Vendor represents and warrants that it is in compliance with all applicable laws, rules and regulations that affect this Order.

Patents and Copyrights: Vendor shall indemnify, hold harmless, and defend County, its directors, officers, agents and employees for, from and against any suit, claim or demand alleging infringement of any patent or copyright or misappropriation of any confidential information or trade secret in the United States, in the country of source or country of destination, based on the manufacture, assembly, sale, lease or use of goods, machinery, equipment, apparatus, materials or processes supplied hereunder.

Indemnification: Vendor shall fully protect, indemnify, hold harmless and defend County, its directors, officers, agents and employees for, from and against any and all loss, cost, damage, injury, liability, claims, liens, demands, taxes, penalties, interest or causes of action of every nature whatsoever, including but not limited to those of Vendor's subcontractors, which in any manner arise out of, are incident to, or are in connection with Vendor's performance under this Order.

Jurisdiction and Venue: The laws of the State of Colorado shall govern the interpretation, validity and effect of this Order. Jurisdiction and venue for any disputes arising under this Order shall be with the District Court of Adams County, Colorado.

Assignment: This Order shall not be assigned in whole or in part without the prior written approval of County.

No Waiver of Rights: No actions or lack of action by County shall be deemed a waiver of any of the provisions, terms or conditions set forth herein. Any waiver by County must be in writing.

Entire Agreement: This Order, properly signed, constitutes the entire agreement between County and Vendor. Any alterations, changes, variations, or additional terms by Vendor are rejected unless expressly assented to in writing by County. Acceptance is expressly limited to the terms of this Order; any additional or different terms are of no force and effect and notification of objection to such additional terms is hereby given.
SALE OF CITY & COUNTY OF DENVER SURPLUS

Adams County / Front Range Airport
5200 Front Range Parkway
Watkins, CO 80137

August 16, 2018

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Description of Article or Service</th>
<th>Unit Price</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Each</td>
<td>2005 INTL 7400 SFA 4X2 TRUCK/DUMP/10'/PENA</td>
<td>$20,000.00</td>
<td>$20,000.00</td>
</tr>
<tr>
<td></td>
<td>VIN: 1HTWDAZRX5J054559 Mileage: 36K Unit: W-06-016</td>
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TOTAL $20,000.00

CHARGE:

Units sold “As Is, Where Is” with no warranty or guaranty expressed or implied.

Buyer is responsible for all facets of the removal of the equipment.

Check is to be made payable to: Denver Manager of Finance

Check is to be remitted to: Remit By: September 15, 2018

Purchasing Division
City and County of Denver
201 W. Colfax Dept. 304
Denver, CO 80202

Attn: Kris Deutmeyer

Once payment has been received, please contact Samantha Wells with the Denver International Airport at 303-342-2979 or email: Samantha.Wells@flydenver.com to arrange for removal of the equipment.

Thank you.
2018 DEN Surplus Sale

Following today’s sale you will be issued an invoice from DEN for the equipment. Funds need to be paid in full by September 15, 2018.

Make checks payable to: Denver Manager of Finance

Remit to:

Purchasing Division
City and County of Denver
201 W. Colfax Ave. -Dept 304
Denver, CO 80202
ATTN: Kris Deutmeyer

Equipment may be removed after payment has been made. All equipment needs to be removed by September 15, 2018.

To coordinate pick up of your purchased equipment please contact:

Samantha Wells
303-342-2979
samantha.wells@flydenver.com

DO NOT ARRIVE TO PICK UP EQUIPMENT WITHOUT ARRANGING WITH SAMANTHA FIRST

State Surplus Grant Reimbursement

All surplus grants will be entered into WIMS by the end of the week by Aeronautics Staff. In order to receive grant reimbursement you will need to submit a claim just like any other grant. Please attach the following document to the claim in order to be reimbursed:

Copy of the check to DIA

After we have received the claims with the appropriate back up, the agreed upon reimbursement will be made. The state will reimburse 80% for your first pick and 50% for picks two and three. If the airport purchases more than 3 pieces of equipment those pieces are not eligible for reimbursement.

For additional questions please call Kaitlyn Westendorf at 303-512-5258
Colorado Surplus Airport Equipment Program Assurance

The purpose of the Colorado Surplus Airport Equipment Program is to support and improve the State Aviation System. Eligibility requirements for the Colorado Surplus Airport Equipment Program are as follows:

1. Must be an owner or sponsor of a Colorado Public-Use Airport.
2. Equipment purchased through the Colorado Surplus Airport Equipment Program must be exclusively used on a Colorado Public-Use Airport.

Each airport sponsor is responsible for the purchase, receipt, and control of surplus equipment purchased through the Surplus Equipment Program. Surplus equipment is defined as used, non-expendable property with a useful life. Surplus equipment will have a 2-year useful life unless otherwise determined by the Division of Aeronautics.

Surplus equipment purchased through the Surplus Equipment Program shall be used on COLORADO PUBLIC-USE AIRPORTS ONLY and will be maintained by the airport entity for the useful life of the equipment. The Division of Aeronautics, as manager of the program may view the equipment during visits to the airport to ensure the equipment is being used for the aviation purposes intended.

Surplus equipment purchased through the Surplus Equipment Program may be disposed of, traded, or sold by the airport at any time after the pre-determined useful life of the equipment. Approval is needed if purchased surplus equipment is disposed of, traded, or sold before the end of its pre-determined useful life. A letter to the Division of Aeronautics is needed stating the justification for the disposal and the intent of the proceeds of the sale, if any.

I will comply with the above assurances regarding the Surplus Equipment Program. Upon disposal of the equipment I will coordinate with the Division of Aeronautics. Noncompliance with the above assurances may affect my ability to receive State aviation grant funds in the future.

Signature _______________________________ Date 8-16-18
Front Range Airport

Printed Name & Title _______________________________

Signature _______________________________ Date 8-16-18
Karyn Westendorf - Division of Aeronautics
Airport Surplus Equipment Registry
2018 DEN Surplus Sale

Airport: Front Range Airport
Sponsor: Adams County
Sale Date: August 16, 2018

<table>
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<tr>
<th>Equipment Description</th>
<th>Equipment #</th>
<th>Sale Price</th>
<th>State Share</th>
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<td>2005 INTL 7400 SFA 4X2 TRUCK/DUMP/10'/PENA</td>
<td>W-06-016</td>
<td>$20,000.00</td>
<td>$16,000.00</td>
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<td>$20,000.00</td>
<td>$16,000.00</td>
<td>$4,000.00</td>
<td></td>
</tr>
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Sponsoring Agency Representative: Randy Taylor Maintenance Tech

Signature [Signature]

By signing this form you are certifying that local funds are available for the CDAG Grant

Signature [Signature]

Victor Lovato -DEN Sale Representative

Signature [Signature]

Kaitlyn Westendorf -Division of Aeronautics

Kevin Campbell
APPENDIX F
SINGLE, EMERGENCY, OR COOPERATIVE SOURCE FORM
(Use this form for requests over $5,000)

ADAMS COUNTY
COLORADO

REQUESTED BY (Name): Robert W. Lewan, Operations /Maintenance Manager DATE: 8-27-2018

SUPPLIER & COMMODITY OR SERVICE: Purchase Snow plow at DIA auction

APPROVED BY (Mgr. or Elected Official): D.E. Ruppel, Airport Director

PURCHASING POLICY EXCEPTION ITEM

1. Item(s) or service has been formally awarded to a vendor by the State of Colorado, MAPO, or other cooperative purchasing group and the product meets the needs of Adams County.

2. The product or service is of a unique nature, or allows for standardization with existing equipment and will provide exceptional value to Adams County.

3. Emergency purchases where the well being of the citizens, employees or County property may be endangered if the purchase is delayed.

4. Adams County currently has a contract in place with a vendor for like products or services and the compatibility and/or continuity of those products or services are paramount to the success of the department or elected officials' function. Use of this exception requires the approval of the Elected Official, Department Director, the Finance Director, Adams County Manager, or the BOCC in accordance with the value of the purchase and Adams County (see Policy #1010).

The Department/Elected Official must provide written justification (including total cost) to Purchasing for review and forwarding to Adams County Manager, who may request BOCC approval. Attach additional sheets as required.

Purchase a used snow plow at the Denver International Airport auction. This auction is exclusive to Colorado airports. CDOT division of aeronautics reimburses these purchases through a grant program at 80% of the purchase price. Snow plow cost is $20,000. CDOT to reimburse $16,000 to the airport. Total cost to airport $4,000.

Request is:

<table>
<thead>
<tr>
<th></th>
<th>Approved</th>
<th>Denied</th>
</tr>
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<tbody>
<tr>
<td>Purchasing Agent:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Purchasing Manager:</td>
<td></td>
<td></td>
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<tr>
<td>Date:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>County Manager:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Comment:
Reg # 12482
Res # 2018.384

This purchase is from a grant to the airport that is 80% funded. Purchase is good until 7/15/18 per the attached quoted invoice.
<table>
<thead>
<tr>
<th>Req No.</th>
<th>Line No.</th>
<th>Trans Date</th>
<th>G/L Date</th>
<th>Description</th>
<th>Extended Price</th>
<th>Status</th>
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<tbody>
<tr>
<td>12682</td>
<td>OU</td>
<td>1.00</td>
<td>08/17/2018</td>
<td>2005 Intl Snowplow Truck</td>
<td>20,000.00</td>
<td>Approved</td>
<td>COIN, PATTI J</td>
</tr>
</tbody>
</table>

Total Open Lines for Dept 4304: 1
Hi Jeri,

No, I will process the copy you submitted, unless Kim returns to me. I will let her know I provided you a current copy for your Team at the Airport. Thanks for asking.

Heidi

---

From: Jeri Coin  
Sent: Tuesday, August 28, 2018 9:13 AM  
To: Heidi Ellis  

Heidi,

Thank you, and Bob is the one who submitted the form, gave it to me fully completed, where I attained Dave Ruppel’s signature. He is the one who needs to be emailed. Does he need to do it over, and if so would you please let him know?

Jeri Coin

---

From: Heidi Ellis  
Sent: Tuesday, August 28, 2018 9:10 AM  
To: Jeri Coin  
Cc: Bob Lewan  
Subject: Response- RE: Request for More Information for the 2018 Surplus Sale Purchase of a 2005 Dump Truck

Hi Jeri,

I am attaching a copy of the current Single Source form for future reference. I am not sure how you are uploading the wrong form. Please add the attachment to your records. Thanks:

Heidi
From: Jeri Coin
Sent: Monday, August 27, 2018 1:44 PM
To: Heidi Ellis
Cc: Bob Lewan
Subject: RE: Request for More Information for the 2018 Surplus Sale Purchase of a 2005 Dump Truck

Heidi,

Please find attached the Single and sole Source form for the snow plow that we purchased from DIA.

Jeri Coin

From: Heidi Ellis
Sent: Monday, August 27, 2018 11:07 AM
To: Jeri Coin
Subject: Request for More Information for the 2018 Surplus Sale Purchase of a 2005 Dump Truck

Hi Jeri,

I am trying to process your request for the 2018 Surplus Sale for the purchase of 2005 Dump Truck being purchased through the City and County of Denver. We talked last week and I have searched for a similar purchase for the Airport. I could not find anything outside of two (2) quotes, where three (3) vendors were solicited. Can you provide me the information where we issued a PO for trucks without a Single Source Form or three quotes to enable me to review and issue your PO today? Thanks,

Heidi Ellis, PHM
Contract Specialist II, Adams County Finance / Purchasing Division
ADAMS COUNTY, COLORADO
4430 South Adams County Parkway, 4th Floor, Suite C4000A
Brighton, CO 80601-8212
720.523.6053 | HElli@aadcogov.org | aadcogov.org
Hi Bob,

The below email and attached PO was emailed to Denver Manager of Finance this afternoon to the attention of Samantha, please review, file for your records and to process invoices. Thanks.

Heidi

---

Good afternoon Samantha, Kris, and Anni,

Attached is a fully executed copy of PO# 16149 for the above subject purchase of a 2005 Surplus Dump Truck for your review, records and invoice submittal. Please contact Bob Lewan (contact info is on Purchase Order) regarding any questions on this purchase. Thanks.

Heidi Ellis, PHM
Contract Specialist II, Adams County Finance / Purchasing Division
ADAMS COUNTY, COLORADO
4430 South Adams County Parkway, 4th Floor, Suite C4000A
Brighton, CO 80601-8212
720.523.6053 | HEllis@adcogov.org | adcogov.org