

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor’s Legislative Team
at MileHighOrdinance@DenverGov.org by **3:00pm on Monday**.

**All fields must be completed.*
Incomplete request forms will be returned to sender which may cause a delay in processing.*

Date of Request: _____

Please mark one: Bill Request or Resolution Request

1. Has your agency submitted this request in the last 12 months?

Yes No

If yes, please explain:

2. **Title:** *(Include a concise, one sentence description – please include name of company or contractor and contract control number - that clearly indicates the type of request: grant acceptance, contract execution, amendment, municipal code change, supplemental request, etc.)*

Amendment to McKinstry Essention, Inc. contract, GE 1445-01 to add scope and extend contract expiration date.

3. **Requesting Agency:** General Services

4. **Contact Person:** *(With actual knowledge of proposed ordinance/resolution.)*

- **Name:** Christian Williss
- **Phone:** 720.913.8816
- **Email:** christian.williss@denvergov.org

5. **Contact Person:** *(With actual knowledge of proposed ordinance/resolution who will present the item at Mayor-Council and who will be available for first and second reading, if necessary.)*

- **Name:** Christian Williss
- **Phone:** 720.913.8816
- **Email:**

6. **General description of proposed ordinance including contract scope of work if applicable:**

Contract to add scope and extend expiration date for McKinstry Essention, Inc. contract. Activities under this contract will include data gathering for PM program and CIP process; building energy audits and HVAC retro-commissioning services for City facilities; and additional services including facility and facilities staff assessment and design, specification, and commissioning of improvements identified in building audits. This will be funded through a combination of Energy Efficiency and Conservation Block Grants and PWTRN capital and GSFPM operating funds. Retro-commissioning investigates and analyzes the operation of current systems and makes recommendations for more efficient operations.

***Please complete the following fields: (Incomplete fields may result in a delay in processing. If a field is not applicable, please enter N/A for that field – please do not leave blank.)*

- a. **Contract Control Number:** GE91445-01
- b. **Duration:** Contract will be through 12/31/11
- c. **Location:** Multiple facilities
- d. **Affected Council District:** Multiple districts
- e. **Benefits:** Energy use reduction, costs savings, improved occupant comfort
- f. **Costs:** \$165,000

7. **Is there any controversy surrounding this ordinance? (Groups or individuals who may have concerns about it?) Please explain.**

No.

To be completed by Mayor’s Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____