

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:** Requesting approval of Master Purchase Order (BPO) BOOKS-444150 with Ingram Content Group to provide print materials to the Denver Public Library as part of the collection that can be checked out by Library customers.

3. **Requesting Agency:**

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

- **Name:** Michelle Jeske
- **Phone:** 720-865-2005
- **Email:** mjeske@denverlibrary.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:** Rachel Fewell
- **Phone:** 720-865-1518
- **Email:** rfewell@denverlibrary.org

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

Master Purchase Order (BPO) Books-444150 with Ingram Content Group to provide print materials to the Denver Public Library as part of the collection that can be checked out by Library customers. The BPO has a term of 4 years (1/1/2014 through 12/31/2018) and maximum amount of \$10 Million.

****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:** BPO BOOKS-444150
- b. **Duration:** Four Years
- c. **Location:** Denver Public Library
- d. **Affected Council District:** All
- e. **Benefits:** Procure print materials for use by library customers
- f. **Costs:** \$10 million over four years

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

None known

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____