

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor’s Legislative Team at [MileHighOrdinance@DenverGov.org](mailto: MileHighOrdinance@DenverGov.org) by **3:00pm on Monday**. For any questions please contact Will Fenton.

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

Date of Request: 3 13 18

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, contract amendment, municipal code change, supplemental request, etc.**)

Corrects CB17 0659 by adjusting the naming of the City-owned building located at 2851 Tremont Place from the Anna Jo Haynes Early Learning Center to the Anna Jo Garcia Haynes Early Learning Center, in Council District 9.

3. Requesting Agency:

General Services

4. 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:** James Williamson
- **Email:** James.Williamson@denvergov.org

5. General description/background of proposed ordinance including contract scope of work if applicable:

Last year, City Council approved the naming of 2851 Tremont to be the “Anna Jo Haynes Early Learning Center” however, Ms. Garcia Haynes has asked that the building’s name include “Garcia” as well. As such, this ordinance is being advanced to make this correction in the name of the building to be the “Anna Jo Garcia Haynes Early Learning Center”

****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:** N/A
- b. **Location:** 2851 Tremont
- c. **Affected Council District:** 9
- d. **Contract Term (for amended contracts, include existing term dates and amended dates):**
- e. **Contract Amount (indicate existing amount, amended amount and new contract total):**

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>

To be completed by Mayor’s Legislative Team:

Resolution/Bill Number: BR18 0300

Date Entered: _____

7. City Attorney assigned to this request (Requests omitting a CAO rep will be rejected):

Key Contract Terms

Type of Contract:

- Professional Services > \$500K Lease Design or Construction for airport improvements > \$5M
 Grant IGA Sale of Real Property Sale of Personal Property

Vendor/Contractor Name:

Contract control number:

City's contract manager:

Was this contractor selected by competitive process?

Has this contractor provided these services to the City before? Yes No

Term/Duration of contract/project:

Is this a new contract? Yes No Is this an Amendment? Yes No If yes, how many? _____

Renewal terms:

Purpose:

Cost/value:

Cost/Maximum value of

Source of funds:

Is this contract subject to: W/MBE DBE SBE XO101 ACDBE N/A

WBE/MBE/DBE commitments (construction, design, Airport concession contracts):

Who are the subcontractors to this contract?

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: BR18 0300

Date Entered: _____