

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: 1/21/2014

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.)*

[Update DRMC 20-63 (a) and (b). Increase Formal Bidding Threshold to \$50,000 and over (from the current \$25,000 and over) and increase the Informal Bidding Threshold to less than \$50,000 (from the current less than \$25,000)]

3. Requesting Agency: General Services/Purchasing

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

- **Name:** J.D. Whiteman, Deputy Director of Purchasing
- **Phone:** 720-913-8119
- **Email:** james.whiteman@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:** J.D. Whiteman, Deputy Director of Purchasing
- **Phone:** 720-913-8119
- **Email:** james.whiteman@denvergov.org

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

[This proposed ordinance revision will increase the informal and formal level bidding thresholds for the first time since 1996. This proposed modification is in line with changes in the Consumer Price Index over the last 18 years, is supported by analysis of similar sized cities and counties across the U.S., and will improve overall efficiencies in the procurement of needed goods and services for City agencies.]

****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. **Duration:** Permanent
- c. **Location:** DRMC Section 20-63 (a) and (b)
- d. **Affected Council District:** N/A
- e. **Benefits:** Improvements in the efficiency of the procurement process
- f. **Costs:** N/A

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

[No controversy.]

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____