

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.)*

An ordinance for the approval to add \$275,000 to the contract amount which is currently at \$477,500, for a total contract amount of \$752,500 for the company Phoenix Loss Control who handles subrogation for the City's auto and property claims.

3. Requesting Agency:

Risk Management

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

- **Name:** Ray Sibley
- **Phone:** 720-913-3349
- **Email:** Raymond.Sibley@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:** Ray Sibley
- **Phone:** 720-913-3349
- **Email:** Raymond.Sibley@denvergov.org

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

This ordinance approves the contract extension with Phoenix Loss Control from July 1, 2011 through December 31, 2012. Total contract amount will be \$752,500. Phoenix Loss Control provides subrogation services for the Risk Management Office and the City in the cases of damaged autos and property owned by the city.

****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.)*

- a. **Contract Control Number:** CE81018
- b. **Duration:** December 31, 2012
- c. **Location:** All
- d. **Affected Council District:** All
- e. **Benefits:** Provide subrogation services to the City in instances of damaged auto/property
- f. **Costs:** \$752,500

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: _____