

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: 03/08/2012

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.)*

Colorado Nonprofit Development Center contract amendment

3. **Requesting Agency:** Department of Environmental Health – Denver Office of HIV Resources

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

- **Name:** Anthony E. Stamper
- **Phone:** 720.865.5420
- **Email:** Anthony.stamper@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:** Lynn Hough
- **Phone:** 720.865.5421
- **Email:** lynn.hough@denvergov.org

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

To assist the Denver Office of HIV Resources (DOHR) in processing reimbursement billings from sub-recipient agencies approved by DOHR. The contractor will assist DOHR in processing reimbursement billings as verified and approved by DOHR. The Colorado Nonprofit Development Center will act as the fiscal agent for the city of the Ryan White CARE Act Part A funding (not to exceed \$7,500,000) received from the U.S. Department of Health & Human Services through the Health Resources & Services Administration (Contract Control #ENVHL-201204934-00 Project E104712HIV). The Colorado Nonprofit Development Center and the Ryan White CARE Act Part A funds enables the Denver Office of HIV Resources to conduct its work in procuring services for persons living with HIV/AIDS, as well as cover administrative and oversight costs to run the program. The program is entirely funded with federal dollars. The contractor will be paid \$20,000.00 to provide the above mentioned services for DOHR.

*****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:** TBD
- b. **Duration:** March 1, 2012 – February 28, 2013
- c. **Location:** NA
- d. **Affected Council District:** All districts
- e. **Benefits:** Disbursement of federal Ryan White Part A funds to HIV/AIDS service providers
- f. **Costs:** \$20,000.00

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: _____