

ORDINANCE/RESOLUTION REQUEST

Please email requests to Stacie Loucks at Nancy.Kuhn@denvergov.org by **NOON 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: June 13, 2013

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.)*

Contract execution for On Call Traffic Engineering Services, 201311568 HDR

3. Requesting Agency: Public Works

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

- **Name:** Debby Gibson
- **Phone:** 720 913 8528
- **Email:** debby.gibson@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:** Michael Finochio
- **Phone:** 720-913-0801
- **Email:** Michael.finochio@denvergov.org

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

On Call Traffic Engineering Services to support the Public Works Engineering program. 3 year agreement with a maximum contract capacity of \$1.5M over the three years. Services include, but are not limited to: design, pre-construction, construction, planning, and other miscellaneous Engineering related services. The referenced contract has a 10% DBE goal, with a ___% commitment.

****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:**
- b. Duration:** 3 years
- c. Location:** TBD
- d. Affected Council District:** Citywide
- e. Benefits:** To provide on call engineering services in support of federally funded work performed by Public Works Engineering program.
- f. Costs:** No encumbrances will be entered until work is issued via individual Task Orders.

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

No conflicts exist that we are aware of.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____