

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: 10/30/2017

Please mark one: Bill Request or Resolution Request

1. Has your agency submitted this request in the last 12 months?

Yes No

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.) **Approval of financial actions supporting Sublease Agreement between City and County of Denver and On Deck Capital, Inc.**

3. **Requesting Agency:** Budget and Management Office on behalf of Public Works and Parks and Recreation

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

- **Name:** Stephanie Adams, Budget and Management Office (BMO)
- **Phone:** (720) 913-5512
- **Email:** stephanie.adams@denvergov.org

- **Name:** Lisa Lumley, Real Estate
- **Phone:** 720.913.1515
- **Email:** Lisa.Lumley@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:** Stephanie Adams (BMO) and Lisa Lumley (Real Estate)
- **Phone:** (720) 913-5512; 720-913-8815
- **Email:** stephanie.adams@denvergov.org; lisa.lumley@denvergov.org

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

This ordinance request seeks approval for several financial actions needed to support a sublease for 101 W Colfax. \$1.2M for 2018 which includes the annual lease and associated one-time costs.

The following financial actions are requested to support the \$1.2M appropriation:

- Rescind, transfer, and re-appropriate \$850K in vacancy savings from the 2017 Parks and Recreation general fund operating budget to the Real Estate capital improvement fund.
- Rescind, transfer and re-appropriate \$350K from vacancy savings in the 2017 Public Works general fund operating budget to the Real Estate capital improvement fund.

- Reappropriate to

Fund	Org	Project Number	Project Name	Amount
34060	2570000	PQ014	Space Allocation Move/Support	\$1,200,000

****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:** N/A

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- b. **Duration:** March 2018-December 2018
- c. **Location:** 101 West Colfax Avenue
- d. **Affected Council District:** Council District 10
- e. **Benefits:** Appropriation to accommodate space needs for 2018
- f. **Costs:** Estimated cost is \$1.2 for 2018.

7. **Is there any controversy surrounding this ordinance?** (*Groups or individuals who may have concerns about it?*) **Please explain.** No.

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