

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.)

Window Cleaning Services at DIA, Contract execution for ISS Facility Services- 201208293

3. **Requesting Agency:** Department of Aviation

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

- **Name:** Matt Conway
- **Phone:** 303 342-4370
- **Email:** matt.conway@flydenver.com

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:** Amy Raaz
- **Phone:** 303-342-2201
- **Email:** amy.raaz@flydenver.com

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

The Contractor shall be responsible for providing window cleaning services at Denver International Airport in accordance with the terms and conditions of this Contract. Contractor shall furnish all necessary labor, tools, equipment and supplies to perform the required services, except for the equipment and facilities which are specified in this Contract as being the responsibility of 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:** 201208293
- b. **Duration:** 2yr term with 2-1yr renewal options
- c. **Location:** DIA
- d. **Affected Council District:** 11
- e. **Benefits:** Window cleaning services
- f. **Costs:** 6,578,324.00

<i>Current Contract Amount</i>	<i>Additional Funds</i>	<i>Total Contract Amount</i>
<i>(A)</i>	<i>(B)</i>	<i>(A+B)</i>
6,478,324.00		6,478,324.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>

To be completed by Mayor’s Legislative Team:

SIRE Tracking Number: _____

Date: _____

5/1/2013		5/1/2015 with 2-1yr renewal options
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g. Date Goals Assigned: n/a

h. Goals: Goals not applicable to this service contract

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

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SIRE Tracking Number: _____

Date: _____