

ORDINANCE/RESOLUTION REQUEST
Please Submit to Mayor's Legislative Team by noon Wednesday to
Milehighordinance@denvergov.org

Please mark one: **X Bill Request** or **Resolution Request**

1. In the past 12 months has your agency submitted this request?

Yes **No**

If yes, please explain:

2. Title: *(Include a one sentence description that clearly indicates the type of request – grant acceptance, contract execution, municipal code change, supplemental request, etc.)*

Extend current Security Contract (Contractor: HSS) term 59 days to February 28, 2011

3. Requesting Agency: General Services-Purchasing Division

4. Contact Person: *with actual knowledge of proposed ordinance*

- **Name: Michael Romero**
- **Phone: 720-913-8122**
- **Email: michael.romero@denvergov.org**

5. Contact Person: *with actual knowledge of proposed ordinance who will present the item at Mayor Council and who will be available for first and second reading, if necessary*

- **Name: Michael Romero**
- **Phone: 720-913-8122**
- **Email: michael.romero@denvergov.org**

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

HSS, Inc. provides professional Security Contract services for City facilities/ locations. The 2010 RFP closed on September 24th and the City is actively engaged in the evaluation process. Due to year-end ordinance and contract process deadlines a Contract extension is being requested in order assure a thorough evaluation of the submitted proposals.

In addition, it is anticipated that a Contractor will be selected before the Thanksgiving Holiday; the requested extension will also allow the City to work through any Contractual negotiations and the normal City Ordinance and Contract process timelines.

Please include the following:

a. Duration: Contract extension through February 28 ,2011

b. Location: Multiple City facilities are serviced by HSS, Inc. Security Personnel

c. Affected Council District: Primary facilities include Webb Building , City and County Building, Justice Center, Public Works Waste Water Management Facility, multiple Human Services locations, and additional smaller facilities as well.

d. Benefits: This Service provides for the Security of City property, its employees, and the General Public.

e. Costs: The additional 59 days will be billed at the Current contract rates; in addition, an amendment to the current Contract spend cap is not required.

7. Is there any controversy surrounding this ordinance, groups or individuals who may have concerns about it? Please explain.

There is very little or no anticipated controversy concerning this extension; an extension will be conducive to both the City and the incoming Contractor (if applicable.)

(Completed by Mayor's Office): **Ordinance Request Number:**

Date: