

## ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team  
at [MileHighOrdinance@DenverGov.org](mailto: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:** September 4, 2015

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.)*

Requests approval of a \$3,000,000.00 Master Purchase Order (0768A0115) with CTM Inc. (dba Colorado Total Maintenance) for landscape maintenance and snow removal services.

**3. Requesting Agency:** General Services

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

- **Name:** Melissa Bordwine
- **Phone:** 720-913-8114
- **Email:** [Melissa.Bordwine@denvergov.org](mailto:Melissa.Bordwine@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:** LeRoy Lemos; Daniel Swinarski
- **Phone:** 720-865-7527; 720-865-7511
- **Email:** [LeRoy.Lemos@denvergov.org](mailto:LeRoy.Lemos@denvergov.org); [Daniel.Swinarski@denvergov.org](mailto:Daniel.Swinarski@denvergov.org)

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

Resolution to approve a Master Purchase Order for landscape maintenance and snow removal services at multiple City facilities. The Scope of Work includes mowing, mulching, weed control, pest control, and the clearing of snow and ice from sidewalks and parking lots.

**\*\*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:** MPO 0768A0115
- b. **Duration:** August 1, 2015 – July 31, 2018
- c. **Location:** Citywide
- d. **Affected Council District:** All
- e. **Benefits:** The grounds of public buildings are orderly and attractive. Snow is promptly removed from sidewalks and parking lots, allowing for safe passage.
- f. **Costs:** \$3,000,000.00

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

No.

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*To be completed by Mayor's Legislative Team:*

SIRE Tracking Number: \_\_\_\_\_

Date Entered: \_\_\_\_\_