

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: December 27, 2016

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.)*

Requesting approval of a Master Purchase Order (0568A0117) for Hill Petroleum for a Not To Exceed amount of \$50,000,000.00 (3.2.6(e)) for the purchase of fuel for all City Agencies.

3. Requesting Agency: Purchasing

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

- **Name:** Kenton Janzen
- **Phone:** 720-913-8117 or 303-342-2183
- **Email:** kenton.janzen@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:** Kenton Janzen
- **Phone:** 720-913-8117 or 303-342-2183
- **Email:** kenton.janzen@denvergov.org

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

Requesting approval of a Master Purchase Order (0568A0117) for Hill Petroleum for a Not To Exceed amount of \$50,000,000.00 (3.2.6(e)) for the purchase of fuel for all City Agencies. This was procured through formal proposal 0568A.

****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 – please do not leave blank.)*

- a. **Contract Control Number:** 0568A0117
- b. **Duration:** One Year with 3 One Year Renewals.
- c. **Location:** Citywide
- d. **Affected Council District:** Citywide
- e. **Benefits:** Required Fuel for all City Agencies.
- f. **Costs:** Maximum contract amount of \$50,000,000.00 for fuel for all City locations

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

None Known.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____