

## 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: July 9, 2012

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:** This is an amendment for year 2 of a 5 year contract.

**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.)*

Grant research, Management and Writing Services

**3. Requesting Agency:** Budget and Management

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

- **Name:** Tom Migaki
- **Phone:** 720-913-5538
- **Email:** tom.migaki@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:** Tom Migaki
- **Phone:** 720-913-5538
- **Email:** tom.migaki@denvergov.org

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

***\*\*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:** FINAN-201101318-01
- b. **Duration:** July 1, 2012 – June 30, 2013 with 3 additional 1 year renewals remaining.
- c. **Location:** Denver
- d. **Affected Council District:**
- e. **Benefits:** Assist City Agencies and Non-Profits with Grant planning, management, research and writing services.
- f. **Costs:** \$262,935

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

None anticipated with this contractor.

---

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

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

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