

**ORDINANCE/RESOLUTION REQUEST**

Please email requests to Daelene Mix at Nancy.Kuhn@denvergov.org by **NOON 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 16, 2014

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.)*

**Contract  
West Denver Gonzales Branch Library  
Midwest Tape LLC – CE78599**

**3. Requesting Agency:** Public Works – City Engineering

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

- **Name:** Debby Gibson
- **Phone:** 720-913-8528
- **Email:** [debby.gibson@denvergov.org](mailto:debby.gibson@denvergov.org)
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**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:** Scott Hergenrader
- **Phone:** 720-913-0819
- **Email:** [scott.hergenrader@denvergov.org](mailto:scott.hergenrader@denvergov.org)
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**6. General description of proposed ordinance including contract scope of work if applicable:**

Midwest Tape LLC has been contracted by the City and County of Denver to provide collections materials for the new West Denver Gonzales Branch Library. This ordinance seeks to extend the expiration of the term from December 31, 2014 to December 31, 2015. No additional funds are requested.

*\*\*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:** CE 78599
- b. Duration:** July 14, 2010 – December 31, 2015
- c. Location:** Colfax and Irving
- d. Affected Council District:** 1
- e. Benefits:** Educational programming for citizens of Denver
- f. Costs:** \$0

**7. Is there any controversy surrounding this ordinance? (Groups or individuals who may have concerns about it?) Please explain.** No

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

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

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