

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: 10/28/2016

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.) **Approves a new five-year contract with Joining Vision and Action (JVA) for grant writing services.**

3. Requesting Agency: Budget and Management Office

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

- **Name:** Laurel Delmonico
- **Phone:** 720-913-5051
- **Email:** laurel.delmonico@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:** Laurel Delmonico
- **Phone:** 720-913-5051
- **Email:** laurel.delmonico@denvergov.org

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

Joining Vision and Action was selected through a competitive bid process to provide grant writing, grant research, and strategic and policy assistance to City agencies. The proposed resolution would approve the new contract for the term of 1/1/2017 – 12/31/2021, which includes two renewal periods beginning 1/1/2018 and 1/1/2019, and two optional renewal periods beginning 1/1/2020 and 1/1/2021. The annual contract maximum has risen by \$5,105 from the last five-year contract period and accounts for an increase in FTE supporting the City from 0.50 to 1.00, and the removal of customized trainings at the City.

****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 2016-31036-0
- b. **Duration:** 5 years: 1/1/2017 – 12/31/2021
- c. **Location:** n/a
- d. **Affected Council District:** n/a
- e. **Benefits:** 25 federal, state, or foundation grant applications, technical assistance in program and application preparation, grant research, training on grant writing and fundraising for all city employees, and facilitation.
- f. **Costs:** \$1,340,195 (Annual maximum of \$268,039 included in 2017 Department of Finance budget.)

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

No controversy.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____