

**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: 3/18/16

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.)*

Request to create a \$600,000 dollar Master Purchase Order (MPO # 0309A0116) with Front Range Wholesale for the purchase of Dairy Items to be used by the Denver Sheriff and Human Services Departments.

3. **Requesting Agency:** Denver Sheriff and Human Services Departments

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

- **Name:** Tony Franklin
- **Phone:** 720-913-3722
- **Email:** [Tony.Franklin@denvergov.org](mailto:Tony.Franklin@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:** JD Allred
- **Phone:** 720-913-8155
- **Email:** [john.allred@denvergov.org](mailto:john.allred@denvergov.org)

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

To create a Master Purchase Order to provide Dairy Items for the Denver Sheriff and Human Services Departments.

**\*\*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:** 0309A0116
- b. **Duration:** 5 years (1 year with an option of 4 renewals each year)
- c. **Location:** US County Jail, Denver Detention Center, Denver Family Crisis Center
- d. **Affected Council District:** All
- e. **Benefits:** Provides dairy for Denver Inmates and the Family Crisis Center
- f. **Costs:** \$600,000.00

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

N/A

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

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

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