

## 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: 11/14/11

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.)*

Ingram Library Services, Inc. has been selected as the primary book purchasing vendor to provide books, processing and cataloging for the Denver Public Library.

**3. Requesting Agency:** Denver Public Library

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

- **Name:** Richard Weinstock
- **Phone:** 720-865-2030
- **Email:** rweinst@denverlibrary.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:** Michelle Jeske
- **Phone:** 720-865-2005
- **Email:** mjeske@denverlibrary.org

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

The Denver Public Library will order books, as required, from Ingram based on stock and availability information from the company's website. DPL will have capability to create standing order (automatic shipment) plans and a discount schedule based on type of book (hardcover, paperback) has been established. An amendment will be submitted to continue the contract for 2012.

***\*\*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:** 201103203-00
- b. **Duration:** 9/1/11-12/31/11
- c. **Location:** Denver Public Library
- d. **Affected Council District:** All
- e. **Benefits:** Selection of a primary vendor provides efficient ordering and cataloging of library materials at significant discounts.
- f. **Costs:** \$900,000

**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: \_\_\_\_\_