

## 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**. For any questions please contact Skye Stuart.

***\*All fields must be completed.\****  
***Incomplete request forms will be returned to sender which may cause a delay in processing.***

Date of Request: 10/10/2016

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, contract amendment, municipal code change, supplemental request, etc.**)

Amend the Keefe Commissary Network LLC contract (RC63008) to increase the term for another 2 years in order to provide commissary services and accounting software for inmate accounts at both the County Jail and Downtown Detention Center.

**3. Requesting Agency:** SHERF

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

- **Name:** Laura Brown
- **Phone:** 720.913.4104
- **Email:** Laura.Brown@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:** Mark Valentine
- **Phone:** 720.913.3077
- **Email:** Mark.Valentine@denvergov.org

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

Increase the term by two years – the new expiration date will be 12/31/2018. The revenue from this contract is deposited into the Inmate Welfare and Trust Fund and is used to purchase health, recreational, and educational items for the inmates.

**\*\*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:** RC63008
- b. **Contract Term:** new expiration 12/31/2018
- c. **Location:** County Jail and Downtown Detention Center
- d. **Affected Council District:** city wide
- e. **Benefits:** Enable inmates to purchase commissary and track their account balance
- f. **Contract Amount (indicate amended amount and new contract total):**  
Revenue estimated through 12/31/2016: 5.2 million  
2017 est. revenue: 0.55 million  
2018 est. revenue: 0.55 million

**TOTAL: 6.30 million**

**7. Is there any controversy surrounding this ordinance?** (Groups or individuals who may have concerns about it?) **Please explain.** None

To be completed by Mayor's Legislative Team:

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

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