

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: 11-10-2010

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 for approval for a Master Purchase Order (MPO) to provide the City and County of Denver with natural gas.

3. Requesting Agency: General Services

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

- **Name:** Dawn Levin
- **Phone:** 720-865-7151
- **Email:** Dawn.Levin@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:** Tia Heneghan, Energy Manager
- **Phone:** 720-913-4816
- **Email:** Tia.Heneghan@denvergov.org

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

General Services seeks approval for a Master Purchase Order for an amount over \$500,000 between the City and County of Denver and Asgard Energy. The agreement would start in 2011 with 2 optional one year extensions.

The Transport Gas Master Purchase Order will provide the City and County of Denver with natural gas for one year, in 2011, with an option to extend the MPO for a second and third year for 2012 and 2013, if both the City and Asgard Energy agree. This Master Purchase Order will exceed \$500,000 per year.

The vendor was selected as a result of a competitive RFP process. The effective dates of this Master Purchase Order are 1/1/11-12/31/13, with a guaranteed one year term, from 1/1/11-12/31/11, and 2 optional one year extensions, 1/1/12-12/31/12 and 1/1/13-12/31/13 respectively.

*****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:** MPO 0366A0110
- b. **Duration:** 1/1/2011-12/31/2013
- c. **Location:** City of Denver
- d. **Affected Council District:** Numerous locations around the City
- e. **Benefits:** Providing the City with natural gas at a savings from Xcel Energy tariff costs.
- f. **Costs:** Over \$500,000 annually.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____

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: _____