

ORDINANCE/RESOLUTION REQUEST

Please email requests to Antoinette Casias at
Angela.casias@denvergov.org by **NOON 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: **January 23, 2017**

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.)*

Capital Equipment ordinance request to purchase four (4) passenger buses for the Denver's Road Home Program.

3. Requesting Agency: Denver Human Services, Public Works Fleet Management, Budget and Management Office (BMO)

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

- **Name:** Jon Luper
- **Agency:** Human Services
- **Phone:** 720-944-3079
- **Email:** Jon.Luper@denvergov.org

- **Name:** Brad Salazar
- **Agency:** Public Works Fleet Management
- **Phone:** 720-865-3912
- **Email:** Brad.Salazar@denvergov.org

- **Name:** Justin Sykes
- **Agency:** BMO
- **Phone:** 720-913-5533
- **Email:** Justin.Sykes@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:** Justin Sykes
- **Phone:** 720-913-5533
- **Email:** Justin.Sykes@denvergov.org

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

Approval to enter into a contract with a vendor, yet to be determined, to procure 4 passenger buses with a 50 passenger capacity, with selected options and accessories, for transportation of individuals experiencing homelessness to overflow shelters as part of the Denver's Road Home program. This purchase is being funded by a \$700,000 General Fund transfer to the Homeless Services Fund, where the expenses are appropriated.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____

****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:** To be determined
- b. **Duration:** Until purchase is complete
- c. **Location:** Human Services, Public Works
- d. **Affected Council District:** All
- e. **Benefits:** Create savings over contracted services by internally operating a shelter transportation system.
- f. **Costs:** \$700,000.00

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

None

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Date Entered: _____