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: ___May 23, 2011___

Please mark one:     x☐ **Bill Request**          or          ☐ **Resolution Request**

1. **Has your agency submitted this request in the last 12 months?**

   ☐ **Yes**     x☐ **No**

   **If yes, please explain:**

2. **Title:** *(Include a concise, one sentence description – please include* <u>name of company or contractor</u> *and* <u>contract control number</u> *- that clearly indicates the type of request: grant acceptance, contract execution, amendment, municipal code change, supplemental request, etc.)*

   Clayton Educare – Head Start Delegate Agency Agreement

3. **Requesting Agency:** Mayor's Office for Education and Children

4. **Contact Person:** (W*ith actual knowledge of proposed ordinance/resolution.)*
   - **Name:** Kay Franklin
   - **Phone:** 720-913-0885
   - **Email:** kay.franklin@denvergov.org

5. **Contact Person:** (W*ith actual knowledge of proposed ordinance/resolution* <u>who will present the item at Mayor-Council and who will be available for first and second reading, if necessary.</u>*)*
   - **Name:** Kay Franklin
   - **Phone:** 720-913-0885
   - **Email:** kay.franklin@denvergov.org

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

   The ordinance will allow Clayton Educare to deliver comprehensive Head Start services to 204 Head Start children and their families.

   ***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:**   MOEAI - 50268
   b. **Duration:**   July 1, 2011 – December 31, 2011
   c. **Location:**   Various sites throughout the city
   d. **Affected Council District:**   2, 8, 10 and 11
   e. **Benefits:**   Children will be prepared to enter kindergarten
   f. **Costs:**   $564,832.14

7. **Is there any controversy surrounding this ordinance?** *(Groups or individuals who may have concerns about it?)* **Please explain.** No

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

SIRE Tracking Number: _____          Date Entered: _____