

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: April 19, 2013

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: This is an amendment for years 3 – 5 of a 5 year contract.

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.)*

Grant research, Management and Writing Services

3. Requesting Agency: Budget and Management

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

- **Name:** Tom Migaki
- **Phone:** 720-913-5538
- **Email:** tom.migaki@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:** Tom Migaki
- **Phone:** 720-913-5538
- **Email:** tom.migaki@denvergov.org

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

****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:** FINAN-201101318-02
- b. **Duration:** July 1, 2013 – June 30, 2016
- c. **Location:** Denver
- d. **Affected Council District:**
- e. **Benefits:** Assist City Agencies with Grant planning, management, research and writing services.
- f. **Costs:** \$788,805

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

None anticipated with this contractor.

EXECUTIVE SUMMARY

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____

Contractor Selected: JVA Consulting, LLC

2465 Sheridan Blvd.
Denver, CO 80214

Proposed contract amount: \$788,805 (262,935 per year for three years)

Contract Control Number: FINAN-201101318-02

Purpose of the Contract: Grant Research, Management and Writing Services

Term of this proposed contract July 1, 2013 – June 30, 2016

Background:

The City has engaged in contract Grant Planning, Research, Management and Writing services for roughly the past eleven years. This is an amendment for years three through five of a five year contract with JVA Consulting, LLC.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____