

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 12, 2014

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.)*

Authorization to purchase capital equipment from the Golf Enterprise Fund budgeted in 2014.

3. Requesting Agency: Budget and Management Office

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

- **Name:** Catherine Dockery and Rory Regan
- **Phone:** 720-913-5539 720-913-5544
- **Email:** catherine.dockery@denvergov.org rory.regan@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:** Catherine Dockery and Rory Regan
- **Phone:** 720-913-5539 720-913-5544
- **Email:** catherine.dockery@denvergov.org rory.regan@denvergov.org

6. General description of proposed ordinance including contract scope of work if applicable: This is a request to approve the purchase of a capital equipment item budgeted in 2014. All capital equipment items that exceed \$50,000 require Council approval and are usually listed in the Annual Appropriation Bill (Long Bill). This equipment was budgeted but not in the Long Bill because, at that time, it was not anticipated to be over \$50,000. However, it is now determined to be over \$50,000 and will require Council approval to purchase.

****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:** NA
- b. **Duration:** NA
- c. **Location:** NA
- d. **Affected Council District:** NA
- e. **Benefits:** NA
- f. **Costs:**

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: _____