

## ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team  
at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **3:00pm on Monday**. For questions please contact Skye Stuart.

**\*All fields must be completed.\***

*Incomplete request forms will be returned to sender which may cause a delay in processing.*

Date of Request: 7/24/2017

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.)

**This is a 5-year contract with Compass Group USA Inc. to provide beverage and food vending machines at City owned-facilities that fall under the Department of General Services portfolio.**

3. **Requesting Agency:** General Services – Facilities Management

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

- **Name:** Nicol Suddreth
- **Phone:** 720-865-7508
- **Email:** [Nicol.Suddreth@denvergov.org](mailto:Nicol.Suddreth@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:** James Williamson, Director of Facilities Management
- **Phone:** 720-865-7503
- **Email:** [James.Williamson@denvergov.org](mailto:James.Williamson@denvergov.org)

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

General Services is the responsible agency for vending machines located in all City-owned facilities. Revenue from this contract is then deposited into the City's General Fund.

**\*\*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:** GENRL-201733597
- b. **Duration:** 6/1/2017 – 5/31/2022
- c. **Location:** Citywide (Facilities)
- d. **Affected Council District:** Citywide
- e. **Benefits:** Provides healthy beverage and snack vending options for employees and customers of the City and County of Denver in City owned facilities throughout the City.
- f. **Contract Amount:** \$225,000 - \$200,00 (Pre-payment of commission) and \$25,000 (Signing bonus)

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

No controversy we are aware of.

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To be completed by Mayor's Legislative Team:

SIRE Tracking Number: \_\_\_\_\_

Date Entered: \_\_\_\_\_