

## 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**.

***\*All fields must be completed.\****  
*Incomplete request forms will be returned to sender which may cause a delay in processing.*

Date of Request: December 26, 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:**

**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.)*

Requesting approval of Master Purchase Order (MPO) 0335A0113 with GSE Holdings, Inc., dba J&B Aviation Services to provide passenger bridge components for DIA.

**3. Requesting Agency:** Purchasing

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

- **Name:** Curtis Subia
- **Phone:** 303-342-2113
- **Email:** [curtis.subia@denvergov.org](mailto:curtis.subia@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:** Curtis Subia
- **Phone:** 303-342-2113
- **Email:** [curtis.subia@denvergov.org](mailto:curtis.subia@denvergov.org)

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

Master Purchase Order (MPO) 0335A0113 with GSE Holdings, Inc., dba J&B Aviation Services to provide passenger bridge components for DIA., with a maximum contract length of 2 years (Initial Term 11/26/2013 through 3/31/2014 with one possible one-year renewals) and maximum contract amount of \$1.4 Million. This is a replacement for MPO 0335A0611 due to an ownership change.

***\*\*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 – please do not leave blank.)*

- a. **Contract Control Number:** 0335A0113
- b. **Duration:** November 26, 2013 through March 31, 2014 with one (1) potential renewal.
- c. **Location:** DIA
- d. **Affected Council District:** 11
- e. **Benefits:** Contract for Passenger Bridge Parts
- f. **Costs:** None

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

None Known.

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

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

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