

**BY AUTHORITY**

ORDINANCE NO. \_\_\_\_\_  
SERIES OF 2014

COUNCIL BILL NO. CB14-0063  
COMMITTEE OF REFERENCE:  
Government & Finance Committee

**A BILL**

**For an ordinance amending subsections 20-63 (a) and (b), D.R.M.C., concerning the threshold dollar limits for Formal and Informal bidding levels.**

WHEREAS, the current bidding threshold levels were set in 1996, and increases in the Consumer Price Index reveal that the cost of goods since 1996 have increased by nearly fifty percent (50%), and after review the Auditor's office has suggested an increase in the current levels.

**NOW, THEREFORE, BE IT ENACTED BY THE COUNCIL OF THE CITY AND COUNTY OF DENVER:**

**Section 1.** That subsections (a) and (b) of section 20-63, D.R.M.C. shall be amended by striking the amount of Twenty-Five Thousand Dollars (\$25,000.00) and replacing it with Fifty Thousand Dollars (\$50,000.00) as follows:

**Sec. 20-63. Bidding procedures.**

(a) *Formal procedure.* Formal advertisement by official publication shall precede the issuance of any bidder's proposal or request for proposal estimated to amount to ~~twenty-five thousand dollars (\$25,000.00)~~ fifty thousand dollars (\$50,000.00) or more. Such advertisement shall specify the supplies or services to be purchased or refer to the standards and specifications established pursuant to this division and shall state the amount of the bond, if any, required. If formal advertisement is not practicable, bids or proposals shall be requested from at least three (3) responsible bidders or proposers dealing in the supplies, equipment or personal property required. All bids or proposals in response to advertisements or requests by the city shall be submitted, in sealed form, delivered to the office of the manager of general services or to any location as may be from time to time determined by the manager of general services as the "bid opening location" or the "proposal acceptance location" and shall be publicly opened at the time specified in the advertisement of notice or request of the city. The auditor or his or her representative may be present and inspect all bids. All bidders may be present and, after examination and tabulation, the results shall be subject to inspection by competing

1 bidders. In the case of requests for proposals, proposers may be present for the receipt  
2 of proposals by the city, but may not inspect proposals until an award has been made.

3 (b) *Informal procedure: Any bidder's proposal or request for proposal for supplies or*  
4 *services* which is estimated to amount to less than ~~twenty five (\$25,000.00)~~ fifty  
5 thousand dollars (\$50,000.00) may be by informal procedure upon notice calculated to  
6 inform potential bidders in a manner that will achieve maximum competition among  
7 bidders and maximum economy to the city. However, no bidder's proposal or request for  
8 proposal or purchase may be subdivided to avoid the requirements of subsection (a) or  
9 any other provision of this division. Informal procedures do not require advertising,  
10 receipt of bids or proposals in a sealed form or a public bid or proposal opening or  
11 acceptance.

12 COMMITTEE APPROVAL DATE: (by Consent) February 6, 2014

13 MAYOR-COUNCIL DATE: February 11, 2014

14 PASSED BY THE COUNCIL: \_\_\_\_\_, 2014

15 \_\_\_\_\_ - PRESIDENT

16 APPROVED: \_\_\_\_\_ - MAYOR \_\_\_\_\_, 2014

17 ATTEST: \_\_\_\_\_ - CLERK AND RECORDER,  
18 EX-OFFICIO CLERK OF THE  
19 CITY AND COUNTY OF DENVER

20 NOTICE PUBLISHED IN THE DAILY JOURNAL: \_\_\_\_\_, 2014; \_\_\_\_\_, 2014

21 PREPARED BY: Steven J. Hahn, Assistant City Attorney DATE: February 13, 2014

22 Pursuant to section 13-12, D.R.M.C., this proposed ordinance has been reviewed by the office of  
23 the City Attorney. We find no irregularity as to form, and have no legal objection to the proposed  
24 ordinance. The proposed ordinance **is not** submitted to the City Council for approval pursuant to  
25 §3.2.6 of the Charter.

26 D. Scott Martinez, Denver City Attorney

27 BY: \_\_\_\_\_, \_\_\_\_\_ City Attorney DATE: \_\_\_\_\_, 2014