

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: October 26, 2015

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.)*

Requests approval of a \$19,000,000.00 contract (GENRL-201524822-00) with HSS, Inc. for security guard services.

3. Requesting Agency: General Services

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

- **Name:** Michael Romero
- **Phone:** 720-913-8122
- **Email:** Michael.Romero@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:** Kevin O'Neil
- **Phone:** 720-865-7512
- **Email:** Kevin.O'Neil@denvergov.org

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

Requests approval of a three year contract with HSS, Inc. for security services at multiple City facilities managed by Facilities Management, Denver Human Services, Wastewater Management, and the Denver Sheriff's Department. Services include screening of visitors, monitoring building entrances and exteriors, escorting City personnel and clients, and providing customer service to the public.

****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-201524822-00
- b. **Duration:** January 1, 2016 – December 31, 2018
- c. **Location:** Multiple City facilities
- d. **Affected Council District:** All
- e. **Benefits:** A safe environment for City employees and customers; protection of City property.
- f. **Costs:** \$19,000,000.00

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: _____