

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: 2/21/14

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:** Requesting approval of Master Purchase Order (BPO) 0773A0112 with Midwest Tape, LLC to provide audiovisual materials to the Denver Public Library as part of the collection that can be checked out by Library customers.

3. **Requesting Agency:** Denver Public Library

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

- **Name:** Michelle Jeske
- **Phone:** 720-865-2005
- **Email:** mjeske@denverlibrary.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:** Rachel Fewell
- **Phone:** 720-865-1518
- **Email:** rfewell@denverlibrary.org

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

Master Purchase Order (BPO) 0773A0112 with Midwest Tape, LLC to provide audiovisual materials to the Denver Public Library as part of the collection that can be checked out by Library customers. The BPO has an initial term of 2 years (Initial Term 3/18/2013 through 3/17/2015 with three possible one-year extensions) and maximum amount of \$2.2 Million per year for a total maximum amount of \$11 Million.

*****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:** 0773A0112
- b. **Duration:** Two years with three possible one-year extensions
- c. **Location:** Denver Public Library
- d. **Affected Council District:** All
- e. **Benefits:** Procure audiovisual materials for use by library customers
- f. **Costs:** \$11 million over 5 years

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

None known

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____