

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: May 13, 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 additional \$3 Million dollars to be added to Sysco Food Services Master Purchase Order (0181A0111) to supply food to the two Denver jails and Family Crisis Center.

3. **Requesting Agency:** Purchasing

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

- **Name:** Jenny Casanova
- **Phone:** 720.913.8155
- **Email:** Jennifer.Casanova@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:** Jenny Casanova
- **Phone:** 720.913.8155
- **Email:** Jennifer.Casanova@denvergov.org

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

Requesting to add an additional \$3 million to the Master Purchase Order (MPO) 0181A0111. The City is spending an average of over \$1 Million dollars with Sysco. Additional funds added to the MPO will last through the life of the contract. The revised contract will be for a total of \$5 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:** 0181A0111
- b. **Duration:** May 2013 thru March 1, 2014 with two (2) renewals options
- c. **Location:** Denver Sheriff Dept. and Denver Human Services
- d. **Affected Council District:** All
- e. **Benefits:** Supplying Food
- f. **Costs:** \$5 Million total for life of contract

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: _____