

ORDINANCE/RESOLUTION REQUEST

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

Date of Request: 11/2/2016

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.)*

**The Department of Aviation is requesting an ordinance to execute a Non-Financial Agreement between the City and County of Denver and the Denver Rescue Mission for the donation of surplus City property (30 bunkbeds).**

3. **Requesting Agency:** Department of Aviation

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

- **Name:** Aaron Barraza
- **Phone:** (303) 342-2261
- **Email:** [Aaron.Barraza@flydenver.com](mailto:Aaron.Barraza@flydenver.com)

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:** John Hambright, Environmental/Public Health Analyst II
- **Phone:** (303) 342-2759
- **Email:** [John.Hambright@flydenver.com](mailto:John.Hambright@flydenver.com)

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

*\*\*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:** N/A
- b. **Duration:** Permanent/Irrevocable Donation
- c. **Location:** Denver Rescue Mission; 6100 Smith Road, Denver, CO 80216
- d. **Affected Council District:** 11
- e. **Benefits:** The donation of 30 bunkbeds will be replacing exiting bedding at the Denver Rescue Mission.
- f. **Costs:** The City’s Surplus Administrator has confirmed that the bunkbeds are eligible for donation.

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

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

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

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

Key Contract Terms

Type of Contract:

Professional Services > \$500K     Lease     Design or Construction for airport improvements > \$5M

Grant     IGA     Sale of Real Property     Sale of Personal Property

Vendor/Contractor Name: Denver Rescue Mission; 6100 Smith Road, Denver, CO 80216

Contract control number: N/A

City's contract manager: John Hambright, Environmental/Public Health Analyst II

Was this contractor selected by competitive process? N/A

Has this contractor provided these services to the City before?  Yes  No

Term/Duration of contract/project: Permanent/Irrevocable Donation

Is this a new contract?  Yes  No    Is this an Amendment?  Yes  No    If yes, how many? \_\_\_\_\_

Renewal terms: N/A

Purpose: The donation of 30 bunkbeds will be replacing exiting bedding at the Denver Rescue Mission.

Cost/value: N/A

Source of funds: The City's Surplus Administrator ha confirmed that the bunkbeds are eligible for donation.

Benefit: The donation of 30 bunkbeds will be replacing exiting bedding at the Denver Rescue Mission.

Is this contract subject to:  W/MBE     DBE     SBE     XO101     ACDBE     N/A

WBE/MBE/DBE commitments (construction, design, Airport concession contracts):

Who are the subcontractors to this contract? N/A

Location: Denver Rescue Mission; 6100 Smith Road, Denver, CO 80216

Affected Council District: 11

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

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

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