

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: August 18, 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.)*

Approval of Master on-call agreement 201555682 with Surveying and Mapping, LLC

3. **Requesting Agency:** Public Works

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

- **Name:** Warren Ruby
- **Phone:** (720) 865-3046
- **Email:** warren.ruby@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:** Angela Casias
- **Phone:** 720-913-8529
- **Email:** angela.casias@denvergov.org

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

Execution of Master On Call Agreement 3-year, 2.5M Master On-Call Land Surveying Contract, with two(2) one-year options. Individual project proposal requests will be issued and individual work orders will be awarded.

****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:** 201555682
- b. **Duration:** 09/01/15-08/31/18
- c. **Location:** Citywide
- d. **Affected Council District:** Citywide
- e. **Benefits:** ability to secure “readily available” professional Survey services and related technical services to support Public Works, Real Estate and other divisions as necessary on an "as needed" basis.
- f. **Costs:** Tasks orders are encumbered as needed.

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

None.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____