

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: 3/4/13

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.)*

Renew Coffee Mug lease for six more years. The Coffee Mug operates a coffee shop in the Central Library. The contract control number is RC81053.

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

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

- **Name:** Ron Miller, Director of Finance
- **Phone:** 720-865-2020
- **Email:** rmiller@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:** Ron Miller, Director of Finance
- **Phone:** 720-865-2020
- **Email:** rmiller@denverlibrary.org

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

The Coffee Mug has leased an 850 square foot space by the Broadway entrance of the Central Library for four years. This ordinance is to extend the lease for another six years.

****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:** RC81053-2
- b. **Duration:** Four original years plus six additional years.
- c. **Location:** The first floor of the Central Library on 10 W. 14th Ave. Parkway.
- d. **Affected Council District:** All
- e. **Benefits:** Provide a coffee and food service to Library staff and customers.
- f. **Costs:** N/A

7. **Is there any controversy surrounding this ordinance?** *(Groups or individuals who may have concerns about it?)* Please explain. None

Exhibit D-1

Rent Schedule for the Coffee Mug

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____

Year	Annual Amount	Monthly Rent*	Rent/Sq. Ft.**
12/15/12 - 12/14/13	12,000.00	1,000.00	14.29
12/15/13 - 12/14/14	12,000.00	1,000.00	14.29
12/15/14 - 12/14/15	12,390.00	1,032.50	14.75
12/15/15 - 12/14/16	12,600.00	1,050.00	15.00
12/15/16 - 12/14/17	12,800.00	1,066.67	15.25
12/15/17 - 12/14/18	13,020.00	1,085.00	15.50
Total Extended Amout	74,810.00		
Total From 12/08 - 12/12	45,500.00		
Total Payments	120,310.00		

* Rent is due on the 15th of each month.

** The leased space is 840 Sq. Ft.

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Date Entered: _____