

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: 09/04/14

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: *(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.)*

Amends an agreement with ServiceNow and increases the contract amount by \$51,000.00 for a new contract total of \$625,000 to fund vendor travel expenses, not included in original scope of contract and to fund additional application licenses for Technology Services employees and contractors. The contract's duration remains unchanged (TECHS-201208650-01).

3. Requesting Agency: Technology Services

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

- **Name:** Julia Matrose
- **Phone:** 720-337-4341
- **Email:** Julia.Matrose@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:** Julia Matrose
- **Phone:** 720-337-4341
- **Email:** Julia.Matrose@denvergov.org

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

- Funding for Vendor travel expenses, not included in original scope of contract
- Funding for additional application licenses for Technology Services FTE and Contractors

The terms date will remain the same.

Original Contract Term Date 12/15/2012 to 12/15/2015

NEW Contract Term Date 12/15/2012 to 12/15/2015

We are asking for an additional \$ 51,000.00 for the below items in yellow.

Original Amount Requested: \$ 573,900.00

NEW Contract Amount Requested: \$ 51,100.00

- \$4512.51 ServiceNow vendor travel to CCD Denver, CO. Per original contract
- \$46587.49 Requested for additional ServiceNow user licenses (TS permanent & contractors)

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____

New Total Amount Including Amendment: \$ 625,000.00

****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:** TECHS-201208650-01
- b. **Duration:** 12/15/2012 to 12/15/2015
- c. **Location:** In support of the City & County of Denver
- d. **Affected Council District:** Denver
- e. **Benefits:** Address TS Strategic Initiatives for Operational Efficiency
- f. **Costs:** \$ 625,000.00

7. **Is there any controversy surrounding this ordinance?** (Groups or individuals who may have concerns about it?)
Please explain. Not Applicable

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Date Entered: _____