

## ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **3:00pm on Monday**. Contact the Mayor's Legislative team with questions

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Date of Request: 4/25/2022

Please mark one:       **Bill Request**                      or               **Resolution Request**

**1. Type of Request:**

- Contract/Grant Agreement**     **Intergovernmental Agreement (IGA)**     **Rezoning/Text Amendment**  
 **Dedication/Vacation**               **Appropriation/Supplemental**               **DRMC Change**  
 **Other:** rescission, cash transfer and vehicle purchase authorization

**2. Title:** (Start with *approves, amends, dedicates*, etc., include name of company or contractor and indicate the type of request: grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.)

Approves a rescission from and an appropriation in the General Fund (01010) to make a cash transfer to the Planned Fleet Replacement Special Revenue Fund (11804) and authorizes the purchase of a vehicle from the Planned Fleet Replacement Special Revenue Fund to support the operations of the Denver Public Library.

**3. Requesting Agency:** Department of Finance – Budget and Management Office

**4. Contact Person:**

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Amber Lindberg	Name: Nikki McCabe and Logan Masenthin
Email: <a href="mailto:alindberg@denverlibrary.org">alindberg@denverlibrary.org</a>	Email: <a href="mailto:Nikki.Mccabe@denvergov.org">Nikki.Mccabe@denvergov.org</a> and <a href="mailto:logan.masenthin@denvergov.org">logan.masenthin@denvergov.org</a>

**5. General description or background of proposed request. Attach executive summary if more space needed:**

Denver Public Library is requesting an additional delivery Sprinter Van for DPL's fleet. Currently the DPL provides service to 27 locations (and growing) with four box trucks. The delivery department handles transportation of collection materials and operating supplies between Central Library and 26 library branches located throughout the metropolitan area. Additionally, these vehicles are used to pick up weeding boxes of materials that are scheduled daily to be moved from our branches and brought to our Central location. In 2021, approximately 20,000 boxes were transported, and DPL anticipates this number to increase every year. These vehicles are also used for work order related jobs such as surplus deliveries, large items move & special pick up in other neighboring counties. The DPL currently has two shifts in the delivery department and during these shifts the vehicles are being used for the entire 8 hours, 16 hours combined daily. Three of these box trucks have well over 160,000 miles and are frequently out of service for repairs and maintenance. Due to age and heavy use, increased need for maintenance on existing fleet units is affecting DPL's service while they are maintained at the Platte campus. The Denver Public Library's goal is to provide the best customer service to the citizens of Denver, in which dependable & reliable vehicles are required.

The Denver Public Library is projecting budget savings in the supplies and services lines of its General Fund appropriation due to reallocations informed by a strategic budget. The purchase of an additional delivery vehicle has been prioritized and placed into current spend plans for 2022. This bill request also authorizes a rescission of \$75,000 from the DPL's General Fund appropriation to transfer said amount to the Planned Fleet SRF in order to purchase the vehicle for DPL.

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

Resolution/Bill Number: \_\_\_\_\_

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

6. **City Attorney assigned to this request (if applicable):**

7. **City Council District:**

8. **\*\*For all contracts, fill out and submit accompanying Key Contract Terms worksheet\*\***

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