

**ORDINANCE/RESOLUTION REQUEST**

Please email requests to the Mayor’s Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **11:00am on Monday**. Contact the Mayor’s Legislative team with questions

Date of Request: **February 27, 2023**

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: Classification & Pay Plan Update**

**2. Title:** Change to DRMC 18-5

**3. Requesting Agency:** Office of Human Resources

**4. Contact Person:**

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Blair Malloy	Name: Blair Malloy
Email: Blair.Malloy@denvergov.org	Email: Blair.Malloy@denvergov.org

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

Change to DRMC sec. 18-5 to change date from August to September as the date that OHR is required to bring forward pay table adjustment recommendations as part of the annual market analysis. This additional month is needed to ensure the OHR posting process and recommendations align with the publication of economic indicator data as required for this annual analysis.

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

Karla Pierce

**7. City Council District:**

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

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

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

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

## Key Contract Terms

Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property):

Vendor/Contractor Name:

Contract control number:

Location:

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

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):

Contract Amount (indicate existing amount, amended amount and new contract total):

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>

Scope of work:

Was this contractor selected by competitive process?

If not, why not?

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

Source of funds:

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?

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**Sec. 18-5. Annual setting of classifications, pay plans and benefits.**

(a) *Pay plan adjustments; exceptions.* On or before ~~August~~ September 1 of each year, the career service board shall recommend classification and pay plan adjustments to the mayor and city council for all job classifications in the career service and for job classifications not in the career service based upon the duties of the job classifications except: those to which the provisions of section 9.2.1 of the Charter apply; the ranks in the classified service of the fire and police departments; deputy sheriffs, deputy sheriff majors, and deputy sheriff division chiefs. Any pay rate recommended by the board shall provide like pay for like work and shall be based on annual surveys of generally prevailing pay rates in the Denver metropolitan area or in other appropriate geographic areas so long as such survey data has been adjusted to the Denver market using economic adjustment tools.

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