

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor’s Legislative Team
at MileHighOrdinance@DenverGov.org by **3:00pm on Monday**. For any questions please contact Skye Stuart.

****All fields must be completed.****
Incomplete request forms will be returned to sender which may cause a delay in processing.

Date of Request: 2/23/18

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, contract amendment, municipal code change, supplemental request, etc.**)*

Sterling Infosystems Inc, contract amendment #9, 3-year contract extension, CSAHR 201310499-09, for background check services used by city agencies for pre-employment screening, where orders are facilitated and processed by the Office of Human Resources.

3. Requesting Agency: Office of Human Resources

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

- **Name:** Cindy Bishop
- **Phone:** 720-913-5603
- **Email:** cindy.bishop@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:** Cindy Bishop
- **Phone:** 720-913-5603
- **Email:** cindy.bishop@denvergov.org

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

- Vendor name: Sterling Infosystems, Inc
- Contract type: Amendment 9, Service Agreement
- Year: 2018 – 12/31/2020
- Contract dollar amount: \$1,664,900.00
- Contract purpose: Extend contract term and contract dollar amount for background check services

****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:** CSAHR 201310499-09
- b. Contract Term:** 3 years
- c. Location:** Webb Building
- d. Affected Council District:** City Wide
- e. Benefits:** Continuation of pre-employment background checks required for employment
- f. Contract Amount (indicate amended amount and new contract total):** Amended amount is 765,00.00 for a total of \$1,664,900

To be completed by Mayor’s Legislative Team:

SIRE Tracking Number: RR18 0231

Date Entered: _____

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

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