ORDINANCE/RESOLUTION REQUEST

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

Date of Request: 3/28/2016

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.)*

   A bill for an ordinance amending Section 5-18, Denver Revised Municipal Code, concerning privately financed commercial improvements on Denver International Airport land.

3. **Requesting Agency:** Department of Aviation

4. **Contact Person:** (W*ith actual knowledge of proposed ordinance/resolution.)*
   - **Name:** Aaron Barraza
   - **Phone:** (303) 342-2261
   - **Email:** Aaron.Barraza@flydenver.com

5. **Contact Person:** (W*ith 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:** Kirsten Crawford
   - **Phone:** 303-342-2544
   - **Email:** Kirsten.Crawford@flydenver.com

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

   Section 5-18 is an amendment to an existing provision in the Code. Capital and Commercial Improvements not performed by the Department of Aviation shall be designed, planned, constructed, and/or remodeled in accordance with the rules and regulations of the Manager of Aviation.

   ***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:** NA
   b. **Duration:** NA
   c. **Location:** DIA
   d. **Affected Council District:** NA
   e. **Benefits:** NA
   f. **Costs:** NA
   g. **Date Goals Assigned:** NA
   h. **Goals:** NA

7. **Is there any controversy surrounding this ordinance?** *(Groups or individuals who may have concerns about it?)* **Please explain.**

   No controversy.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____ Date: _____