

**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

Date of Request: **October 22, 2018**

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:** Approves Classification Notice #1576

**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: Greg Thress	Name: Greg Thress
Email: Gregory.thress@denvergov.org	Email: Gregory.thress@denvergov.org

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

This classification is to be abolished. This class is vacant and other classes were created to replace this classification and/or is no longer needed by the department or agency. The departments or agencies that used this classification have been notified and they approved the abolishment of this classification.

**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\*\***

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

Resolution/Bill Number: **BR18 1229**

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

**POSTING IS REQUIRED**

**Classification Notice No. 1576**

To: Agency Heads and Employees  
From: Karen Niparko, Executive Director of the Office of Human Resources  
Date: October 5, 2018  
Subject: Proposed Change to the Classification and Pay Plan

**The proposed change amends the Classification and Pay Plan by abolishing 911 Systems Administrator II.**

This classification is to be abolished. This class is vacant and other classes were created to replace this classification and/or is no longer needed by the department or agency. The departments or agencies that used this classification have been notified and they approved the abolishment of this classification.

**ABOLISHMENT**

**Classification Title**

911 Systems Administrator II

Per Career Service Rule 7-37 A – “If it is determined, as a result of an audit or maintenance study, that changes to the classification and pay plan are necessary, the effective date of any resulting changes to the classification and pay plan shall be the beginning of the first work week following approval by the Mayor or by the City Council over the Mayor’s veto.”

The Executive Director of the Office of Human Resources shall provide those appointing authorities who are affected with a draft of proposed changes in the plan, and notice shall be posted on appropriate bulletin boards at least thirteen calendar days from the date of this notice.

**Public Notice of Changes:**

The scheduled time for the public hearing is **Thursday, October 18, 2018 at 9:00 AM** in the OHR Board Room, Room 4.G.2, Webb Municipal Building, 201 West Colfax Avenue.

Please submit any questions or comments on this proposal in writing to [compensation@denvergov.org](mailto:compensation@denvergov.org) by 8:00 AM on **Thursday, October 18, 2018**. Please include a contact name and phone number so that we may respond directly.

If anyone wishes to be heard by the Board on this item, please call George Branchaud [george.branchaud@denvergov.org](mailto:george.branchaud@denvergov.org) at (720) 913-5650 no later than noon on **Tuesday, October 16, 2018**.

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

Resolution/Bill Number: **BR18 1229**

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

## CLASSIFICATION STUDY REPORT

Public Hearing: Yes  No  in accordance with [Career Service Rule 7-21](#)

Analyst Name: Alena Duran

Impacted Department(s): None

Date: 9/20/18

### CLASSIFICATION ABOLISHMENT(S)

**Classification Title**

911 Systems Administrator II

**Synopsis:**

This classification is to be abolished. This class is vacant and other classes were created to replace this classification and/or are no longer needed by the department or agency. The departments or agencies that used this classification have been notified and they approved the abolishment of this classification.

**Pay Rationale:**

None.

**Employee Impact:**

None.

**Budget Impact:**

None.

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