ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at MileHighOrdinance@DenverGov.org by **3:00pm on Monday.**

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

Date of Request: -2/3/19

Please mark one: Bill Request or X Resolution Request

1. **Has your agency submitted this request in the last 12 months?**

   ☐ **Yes** **x 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.)*
   Grants approval to execute a Third Amendment to Sublease Agreement with DP Media Network LLC as sublandlord; FINAN - 201626030-03

3. **Requesting Agency:** Division of Finance, Department of Real Estate

4. **Contact Person:** (W*ith actual knowledge of proposed ordinance/resolution.)*
   - **Name:** Lisa Lumley
   - **Phone:** 720.913.1515
   - **Email:** lisa.lumley@denvergov.org

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:** Lisa Lumley
   - **Phone:** 720.913.1515
   - **Email:** lisa.lumley@denvergov.org

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

   CCD first entered into a sublease agreement at 101 W. Colfax Avenue with Denver Post Media/DP Media Network in 2016 to address FTE growth requirements. CCD subleases space on floors 1,7,8 and 9. As part of the amendments, the landlord provided limited tenant improvements on floors 8 and 9. Due to agencies organizational changes and requirements, CCD requested additional essential improvements which requires reimbursing the sublandlord $320,000. An additional $50,000 is included in this amendment for future potential services such as carpet cleaning, key copies and minor repairs and improvements.

   ***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:** FINAN - 201626030-03
   b. **Duration:** 12/31/2019
   c. **Location:** 101 W. Colfax Avenue
   d. **Affected Council District:** District 9
   e. **Benefits:** Reimburses sublandlord for essential tenant improvement required by CCD agencies and limited future sublandlord servcies.
   f. **Costs:** Third Amendment $370,000 / Total Contract $31,689,346.69

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: RR19 0015 Date Entered: _____

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

   None that I am aware of.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: RR19 0015 Date Entered: _____