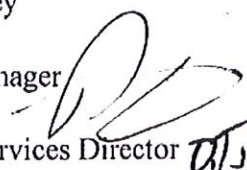



# MEMORANDUM

Purchasing #17-051  
January 20, 2017

To: Mark Berman, City Attorney

Through: Dennis W. Beach, City Manager 

From: Otis J. Thomas, General Services Director 

Subject: Ordinance Requested, Approval to Increase the City's Invitation to Bid (ITB),  
Sole Source, Emergency Procurement, Piggy-back, and Work Authorization  
Thresholds

In continuing efforts to streamline and align with the City's Strategic Plan, staff is seeking Commission approval to increase the thresholds for the following types of procurement activity: Invitation to Bid (ITB), sole source, emergency, piggy-back, and work authorizations. These thresholds have not been revised since 1996. The General Services department has a goal (1.1.7) in the "Great Places" section of this plan to develop local business opportunities. Increasing these thresholds will assist staff in achieving the City's Strategic Plan and will benefit our local businesses. Approval of this request will also assist the City in achieving its Lean Six Sigma initiative of eliminating waste and being more efficient with available resources in its operations.

Please prepare an Ordinance requesting Commission's approval to increase the City's Invitation to Bid (ITB), Sole Source, Emergency Procurement, Piggy-back, and Work Authorization Thresholds.

Contact me if you require further information.

As always, thanks for your assistance.

enclosures

2017 JAN 20 AM 10:18  
CITY OF DENVER  
CLERK OF CITY AND COUNTY  
DENVER