

**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: 02/04/19

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:

**2. Title:** (Start with *approves, amends, dedicates*, etc., include name of company or contractor and indicate the type of request: grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.)

Amends contract with **Overlay Consulting** by extending term for a new end date 03/09/2022, adding \$616,404 for a new total of \$920,474, and updating scope of work for professional services for support on the benchmarking ordinance and energy program (ENVHL-201733448-01).

**3. Requesting Agency: Department of Public Health & Environment - Division of Environmental Quality**

**4. Contact Person:**

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Katrina Managan	Name: Katrina Managan
Email: <a href="mailto:katrina.managan@denvergov.org">katrina.managan@denvergov.org</a>	Email: <a href="mailto:katrina.managan@denvergov.org">katrina.managan@denvergov.org</a>

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

The contractor provides support for the benchmarking ordinance in the form of database tracking and management, help center administration, including call and email support for building managers, trainings, mail lists, scorecards, and a web-hosted interactive map.

**6. City Attorney assigned to this request (if applicable):**

Lindsay Carter

**7. City Council District: All**

**8. \*\*For all contracts, fill out and submit accompanying Key Contract Terms worksheet\*\***

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

Resolution/Bill Number: RR19 0118

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

## Key Contract Terms

**Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property):**

Professional services expenditure contract >\$500K.

**Vendor/Contractor Name: Overlay Consulting**

**Contract control number: #ENVHL-201733448-01**

**Location: Throughout Denver**

**Is this a new contract?**  Yes  No **Is this an Amendment?**  Yes  No **If yes, how many?** This will be the first amendatory agreement

**Contract Term/Duration (for amended contracts, include existing term dates and amended dates):**

Existing Term: 03/10/17 –10/31/20.

Proposed/Amended Term: 03/10/17 – 03/09/22.

**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)
\$304,070	\$616,404	\$920,474

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
03/10/17 –10/31/20	11/1/20-03/09/22	3/09/22

**Scope of work:**

The contractor provides support for the benchmarking ordinance in the form of database tracking and management, help center administration, including call and email support for building managers, trainings, mail lists, scorecards, and a web-hosted interactive map.

**Was this contractor selected by competitive process?** Yes **If not, why not?**

**Has this contractor provided these services to the City before?**  Yes  No (The contractor has only provided these services under this contract, which has been in place almost 2 years.)

**Source of funds:**

Funding source comes from Federal grant #GR00000025, CCN #GC03028, other funding sources will contribute as deemed appropriate and as funding becomes available for subsequent years.

**Is this contract subject to:**  W/MBE  DBE  SBE  XO101  ACDBE  N/A

**WBE/MBE/DBE commitments (construction, design, Airport concession contracts):** n/a

**Who are the subcontractors to this contract?** n/a

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