

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor’s Legislative Team

at MileHighOrdinance@DenverGov.org by **3:00pm on Monday**. Contact the Mayor’s Legislative team with questions

Date of Request: November 9, 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:

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 a contract with HSS, Inc. by extending the contract term for one year for a new end date of December 31, 2019, increasing the contract maximum to \$22,300,000 and revising the original scope of work for unarmed and armed security services provided throughout the City at various locations.

3. Requesting Agency: General Services

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Nicol Suddreth	Name: Nicol Suddreth
Email: Nicol.Suddreth@denvergov.org	Email: Nicol.Suddreth@denvergov.org

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

HSS, Inc. provides armed and unarmed security services throughout the City at various site locations. Due to the increase of requested security services at locations that were not included in the original scope of work, the contract maximum needs to be increased to cover the increase of costs associated with the new service requests. Secondly, the initial contract term was for three years with the option of two (2) one (1) year renewals. The City has decided to extend the contract term for one additional year to ensure service is in place until December 31, 2019. Lastly, minor revisions to the scope of work were made to include language referencing the creation of the Chief Security Officer (CSO) position, additional positions created by HSS at the request of the CSO and an update to the requirements associated with the change in the Denver Revised Municipal Code pertaining to the Security Guard and Private Security Employer Licenses that went in to effect on November 1, 2018.

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

7. City Council District:
Citywide

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

To be completed by Mayor’s Legislative Team:

Resolution/Bill Number: RR18 1355

Date Entered: _____

Key Contract Terms

Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property):
Expenditure contract > \$500,000

Vendor/Contractor Name: HSS, Inc.

Contract control number: GENRL-201524822-01

Location: Citywide

Is this a new contract? Yes No **Is this an Amendment?** Yes No **If yes, how many? 1st**

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

01/01/2016 – 12/31/2018 (Existing term)

01/01/2016 – 12/31/2019 (Amended term)

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)
\$19,000,000.00	\$3,300,000.00	\$22,300,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
01/01/2016-12/31/2018	1 year	12/31/2019

Scope of work:

HSS, Inc. provides armed and unarmed security services which includes the screening of individuals entering public buildings, patrol services including inside and outside of City buildings and providing general information to the public as requested.

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

Has this contractor provided these services to the City before? Yes No

Source of funds: General Funds

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

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): 16% total participation

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Who are the subcontractors to this contract? Advanced Professional Security, LLC & JCJ Executive Protection, LLC

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