

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: 6/12/2020

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:** Approve SC-00003206 with OfficeScapes of Denver LLLP to provide facility wide standards for furnishing workstations, ancillary fixtures (electrical, security, data, etc.) and other on-call design related services to the Denver Wastewater Management Building.

3. **Requesting Agency:** General Services, Finance and Public Works

4. Contact Person:

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

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

This contract is one of two furniture contracts establishing citywide standards across the category. These contracts are competitive and assessed value as well as price. They also represent different local businesses, which provides diversity of award throughout the Colorado business community.

General Services, Public Works, Real Estate and Risk Management worked together to establish citywide standards in the furniture fixtures and equipment commodity category for office furniture, modular and non-modular furniture, and other large-scale furnishing categories to support City owned facilities on an as-needed basis.

This contractor was selected and vetted through a competitive request for qualification (RFQ #15981) process for their sponsored line Steelcase. They have product in city owned facilities and their product is an established standard that was implemented through multiple competitive bid processes.

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

7. **City Council District:** All Districts

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

Key Contract Terms

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: RR20 0577

Date Entered: _____

Type of Contract: Supplier Contract/Master Purchase Order Agreement

Vendor/Contractor Name: Officescapes of Denver LLLP

Contract control number: SC-00003206

Location: All City Council Districts

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

Contract Term/Duration: Initial term is from the date of City signature until December 31, 2022; with two (2) possible annual renewals for a possible contract end date of December 31, 2024.

Webb Pricing is held firm and fixed through December 2023.

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)
\$700,000.00	\$0.00	\$700,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>

Scope of work:

The Supplier is the sole provider of Steelcase product in the state of Colorado. They have demonstrated capabilities and expertise to meet high demand large scale projects as well as their ability to address small, low dollar purchasing needs. Also, they are local, women owned and have sustained their staff completely during this economic crisis by making cuts in revenue generation.

This contract results from the selection and award through a competitive RFP (#15981) for the citywide standards restack project. This supplier was primarily selected in the categories of workstations and benching. In addition, this supplier may fulfill other FFE needs for conference rooms, collaborative spaces and private offices.

This contract's dollar amount covers the furnishing needs, including workstations, benching stations, conference rooms, collaborative spaces and private offices for the Denver Wastewater Management Building. This project consists of the renovation of floors 3, 4, and 5. The 2nd floor may also be considered if the cost is within budget.

Current City Facilities/ Campuses with Steelcase Product

1. Webb Building
2. Denver Post Building
3. City and County Building (DMMS, City Council)
4. Parks and Recreation Maintenance Facility
5. New City Park Golf Course
6. NDCC Space
7. Castro Building

Was this contractor selected by competitive process? Yes.

If not, why not?

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

Source of funds: TBD varies by agency

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? No subcontractors.

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