

**ORDINANCE/RESOLUTION REQUEST**

Please email requests to Jason Gallardo, Public Works

at [pw.ordinance@denvergov.org](mailto:pw.ordinance@denvergov.org) by **12:00pm NOON on Monday**. Contact Jason with questions.

Date of Request: May 17, 2023

Please mark one:  Bill Request or  Resolution Request

**1. Type of Request:**

- Contract  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.)

Approves contract execution for a new on-call professional services contract with Coover-Clark & Associates, Inc. for category 1, Contract # 202368006.

**3. Requesting Agency:** Department of Transportation and Infrastructure

**4. Contact Person:**

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Gabrielle Schuller	Name: Jason Gallardo
Email: <a href="mailto:gabrielle.schuller@denvergov.org">gabrielle.schuller@denvergov.org</a>	Email: <a href="mailto:jason.gallardo@denvergov.org">jason.gallardo@denvergov.org</a>

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

The goal of the on-call master contract is to procure multiple "On-Call Professional and Technical Design Services Vertical Project Delivery: Category 1- Architectural Design, Category 2- Structural Engineering, Category 3- Geotechnical (Owner-Provided Services)" Contracts to establish a new group of qualified on-call professionals to respond to proposal requests with design and engineering on municipal building projects. Scopes shall consist of New Construction, Tennant Finish, Roof and Window Replacements, Concrete/Asphalt replacement, Mechanical/Electrical/Plumbing Engineering (MEP) Upgrades/Design, Sustainability/Commissioning, Independent Cost Estimating (ICE), Engineer's Cost Estimating, design for structural repair, mechanical upgrades (HVAC controls), programming evaluations, geotechnical, material/special testing, site survey, Subsurface Utility Engineering (S.U.E.) services, and inspection services, etc.

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

**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: \_\_\_\_\_

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

## Key Contract Terms

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

**Vendor/Contractor Name:** Coover-Clark & Associates, Inc.

**Contract control number:** DOTI - 202368006

**Location:** Citywide

**Is this a new contract?**  Yes  No **Is this an Amendment?**  Yes  No

**Contract Term/Duration (for amended contracts, include existing term dates and amended dates):** 06/15/2023 – 06/14/2026

**Contract Amount (indicate existing amount, amended amount and new contract total):** \$5,000,000.00

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$5,000,000.00	N/A	\$5,000,000.00

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
06/15/2023 – 06/14/2026	N/A	06/15/2023 – 06/14/2026

**Scope of work:** Please see attached category scope definitions.

**Was this contractor selected by competitive process?** Yes, RFQ advertised by DOTI on January 25, 2023.

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

**Source of funds:** The Department of Transportation and Infrastructure Program Resource Office will manage the utilization and day-to-day administration of this portfolio of contracts. Specific task orders may be assigned by individual City project managers and Citywide local funding may be utilized from various City agencies (DPR, DOS, HOST, DOF, DOTI, GS, DPL, DAV, BOND, etc.).

**ELEVATE DENVER BOND:**  Funding will be identified upon Task Order issuance. Bond funding may be utilized based on scope.

**RISE DENVER BOND:**

**Is this contract subject to:**  W/MBE  DBE  SBE  XO101  ACDBE  14%

**WBE/MBE/DBE commitments (construction, design, Airport concession contracts):** 25%

**Who are the subcontractors to this contract?** Whiteley Consulting, LLC, Capstone, Inc., D. L. Adams Associates, Inc., HJSA Consulting, LLC, Integral Engineering Co., Shrewsbury & Associates, LLC, Specialized Engineering Solutions, SynEnergy LLC, Veritas Fire Engineering, Inc.

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### **Category 1 – Architectural Design – (14% MWBE)**

Architectural firms are asked to partner with sub-consultants creating a complete Design Team capable of providing full architectural and engineering services in response to numerous and varied projects arising within the City. The Agreement for On-Call Architectural and Technical Design Services will have a three-year term and will have a contract limit of \$5,000,000.00. Projects will be initiated by issuing task orders to the contract with the aggregate fee for all task orders limited to \$5,000,000.00. The City reserves the right to issue Proposal Requests to multiple On-Call Consultant Teams for a single Task Order.

Task order scopes can include but will not be limited to:

- Programming and design studies
- Workplace strategy
- Design
- Architectural Design
- Structural Engineering
- Mechanical Engineering
- Electrical Engineering
- Plumbing Engineering
- Civil Engineering
- Landscape Architecture
- As-built documentation
- ADA and code evaluation and compliance
- Roof design
- Sustainability/Commissioning
- Cost Estimating
- Historic Preservation
- Fire Protection and Life Safety
- Peer Review
- Public Engagement
- Bridge, sidewalk, ROW elements, roadway design
- Data Collection
- Project Management / Staff Augmentation
- Program Management / Staff Augmentation
- Structural evaluations, studies, and designs
- Construction administration
- Facility Condition Assessment of existing facilities and building systems
- ADA Measurement/Inspection and review
- full architectural and engineering design services including programming, schematic design, design development, construction documents, bidding/negotiation, permit facilitation, and construction administration.

For specific task orders requiring specialty consultants under the On-call Professional and Technical Design Services: Category 1- Architectural Design Agreement (the “Agreement”), the Design Consultant may solicit a proposal from a sub consultant who is not listed as a Consultant Team Member in the Agreement. Participation from specialty sub-consultants added at the Task Order level who are not listed as a Consultant Team Member in the Agreement can count towards the M/WBE goal if they have an M/WBE Certification with the City.

To assist in expediting design services for task orders, consultant teams are encouraged to include more than one sub consultant for disciplines/firms often experiencing a back-log of work. The City expects its On-Call Design Service consultants to provide responsive customer service as it relates to project needs and requirements. Please note the prime consultant is responsible for managing the approach to meeting the prescribed M/WBE goal associated with the Agreement.

State and local government facilities must follow the requirement of the 2010 ADA Standards for Accessible Design (2010 ADA Standards). Facilities that do not comply with the 2010 ADA Standards may prevent people with disabilities from fully and equally enjoying Denver’s services, programs, or activities and may constitute

discrimination on the basis of disability. Any construction or alterations to Denver buildings and facilities by it or on its behalf will fully comply with the requirements of the 2010 ADA Standards. Consultants are therefore responsible for ensuring architectural designs for construction and/or alterations are compliant with the 2010 ADA Standards.

The Agreement is managed by Department of Transportation and Infrastructure, who has contract authority on behalf of the City. Department of Transportation and Infrastructure is contractually responsible for managing each task order, and a Project Manager within Department of Transportation and Infrastructure will be the Consultant Team's direct point of contact for each task order issued. The awarded Consultant Teams shall ensure project communication between the Consultants and the End User is conveyed and managed through the Department of Transportation and Infrastructure Project Manager. In addition, the City would like the Design Consultant to identify a consistent point of contact who will become familiar with the contract language, forms, and requirements set forth in the Agreement, as well as fully understand the City's process of doing business as it relates to the task orders and On-Call Agreement.

The Consultant Team must possess the following capabilities.

- Full Service Architectural Design including compliance with Americans with Disabilities Act (ADA) requirements and all applicable codes, regulations, and standards
- Mechanical/Plumbing Engineering
- Electrical Engineering
- Structural Engineering
- Civil Engineering
- Landscape Architecture
- Cost Estimating

The Consultant Team is encouraged to provide the following specialty disciplines.

- Roof Consulting
- Low Voltage Consulting: Security, Access Controls, Voice & Data Telecommunications, Audio/Video, CATV
- Sustainability / LEED Consulting
- Americans with Disabilities Act (ADA) Consulting
- Code Consulting
- Acoustical Engineering
- Commissioning
- Cost Estimating (consultant) & Independent Cost Estimating (contractor)
- ICE should have the skills and background required to prepare bottom-up, production-based estimates, and the ability to independently analyze the labor, equipment, production rates, and schedule required to construct the project. The ICE is expected to know the local market and maintain a relationship with Subcontractors, certified firms, Minority, Woman and Disadvantaged Business Entity (SMWDBE's), and other Subject Matter Experts to assist the ICE (if necessary) in validation of trade specific pricing and estimates.

Below is a list of various design projects completed using past On-Call Design Services. The intent of providing this list is to provide examples of the types of projects the City may request the awarded Design Consultants to propose on as part of the On-Call Design Services Agreement:

- Central Library Arcade Design Study – Design budget \$22,000
- Webb Excise & License Counter Renovation – Design Budget \$8,500
- Design Renovation of 4330 East 48th Ave. – Design budget \$50,000
- PAB, Ramp Design Project – Design budget \$20,000
- Central Library 6th Floor (Phase 3) – Design budget \$65,000
- DPD Gang Program Development – Design Budget \$13,000
- Red Rocks Trading Post Maintenance – Design Budget \$70,500
- DFD Station 27 Stucco Repair – Design Budget \$10,500
- Urban Farm Assessment – Design Budget \$21,000
- McNichols Master Plan – Design Budget \$113,000

- Blair Caldwell Security System – Design Budget \$32,500
- 11th and 12th Floor City Attorney’s Office Renovation – Design Budget \$20,000
- Eugene Field Parking Lot Improvements – Design Budget \$60,500
- Homeless Shelter Study – Design Budget \$14,000
- Community Rec Center Toilet Remodel – Design Budget \$18,000
- Red Rocks ADA Accessibility Study – Design Budget \$50,000
- DFD Kitchen Renovations – Design Budget \$29,000
- LFC Glazing Repairs – Design Budget \$59,000
- Roslyn Truck Wash Door – Design Budget \$9,000
- Webb Bldg. Floor 6 NDCC Design – Design Budget \$40,000
- Botanic Gardens Stair Repair – Design Budget \$16,000
- Wellshire Inn HVAC Study – Design Budget \$11,000
- DPD SWAT Program – Design Budget \$41,000
- Buell Façade & Structural – Design Budget \$55,500
- CDL Children’s Pavilion Waterproofing – Design Budget \$24,000
- Hadley Library Renovation – Design Budget \$60,500
- DPL – Camera Project – Design Budget \$50,000
- Smiley Library Waterproofing – Design Budget \$155,000
- Fire Arson Relocation – Design Budget \$37,000
- Denver Public Restrooms Project – Design Budget \$20,000
- Roslyn Building C Roof – Design Budget \$20,000

Work under the Agreement will be performed within facilities operated by, but not limited to, the following City Agencies:

- Denver Parks and Recreation
- Denver Arts and Venues
- Denver Public Libraries
- Denver Police Department
- Denver Fire Department
- Denver Sheriff Department
- Denver Department of General Services
- Denver Zoo
- Denver Department of Transportation and Infrastructure
- Department of Housing Stability (HOST)
- Climate Action, Sustainability & Resiliency (CASR)
- Denver Real Estate/Department of Finance