

## 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**. For any questions please contact Skye Stuart.

***\*All fields must be completed.\****  
***Incomplete request forms will be returned to sender which may cause a delay in processing.***

**Date of Request: July 3, 2017**

Please mark one:  Bill Request or  Resolution Request

**1. Has your agency submitted this request in the last 12 months?**

Yes  No

**If yes, please explain:**

**2. Title:** (Include a concise, one sentence description – please include name of company or contractor and contract control number - that clearly indicates the type of request: **grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.**)

An ordinance to amend a professional services contract between the City and County of Denver and Arup Advisory Inc.,  
(Contract Control #201630753-00).

**3. Requesting Agency:** Department of Finance

**4. Contact Person:** (With actual knowledge of proposed ordinance/resolution.)

- **Name:** Guadalupe Gutierrez-Vasquez
- **Phone:** 720-913-9370
- **Email:** lupe.gutierrez@denvergov.org

**5. Contact Person:** (With actual knowledge of proposed ordinance/resolution who will present the item at Mayor-Council and who will be available for first and second reading, if necessary.)

- **Name:** Guadalupe Gutierrez-Vasquez
- **Phone:** 720-913-9370
- **Email:** lupe.gutierrez@denvergov.org

**6. General description/background of proposed ordinance including contract scope of work if applicable:**

The purposed ordinance seeks to amend a contract between the City and County of Denver and Arup Advisory Inc., for advisory services being provided in relation to the development of a Public Private Partnership Program and Policy, which would enable the streamlined and comprehensive evaluation of potential projects. The contract amendment seeks to increase the original contract amount from \$475,000 to \$955,000, an increase of \$480,000. The increase in funding would allow for finalization of the program, P3 policy work, and a communications plan including stakeholder outreach and launch. The term of the contract would remain unchanged.

**\*\*Please complete the following fields:** (Incomplete fields may result in a delay in processing. If a field is not applicable, please enter N/A for that field – please do not leave blank.)

- a. **Contract Control Number:** FINAN-201630753-01 (Contract Amendment)
- b. **Contract Term:** December 31, 2017 and 2 additional 1-year renewals (no change to original contract term)
- c. **Location:** N/A
- d. **Affected Council District:** N/A
- e. **Benefits:** The work being done by Arup as part of this engagement will allow the City to develop a comprehensive and thorough process to evaluate potential Public Private Partnership project opportunities.
- f. **Contract Amount (indicate amended amount and new contract total):** Amended Amount \$480k, Aggregate New Contract Amount \$955,000.

**7. Is there any controversy surrounding this ordinance? (Groups or individuals who may have concerns about it?) Please explain.** No known controversy

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To be completed by Mayor's Legislative Team:

SIRE Tracking Number: RR17 0764

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



**DENVER**  
THE MILE HIGH CITY

MICHAEL B. HANCOCK  
Mayor

**DEPARTMENT OF FINANCE**

BRENDAN J. HANLON  
CHIEF FINANCIAL OFFICER

201 W. COLFAX AVE. Dept. 1010  
DENVER, COLORADO 80202  
PHONE: (720) 913-5000

**Executive Summary**

**An Ordinance to Amend a contract between the City and County of Denver and Arup Advisory Inc., for professional services related to Public Private Partnership Program and Policy work.**

The proposed Ordinance authorizes a contract amendment to between the City and County of Denver and Arup Advisory Inc., for advisory services being provided in relation to the development of a Public Private Partnership (P3) Program and communications plan, including stakeholder outreach and launch.

**Background:**

The Mayor believes the Public Private Partnership (P3) project delivery model has demonstrated the ability to foster economic development, job creation and workforce development. Seeing a need and opportunity for the use of P3, the Mayor’s Office enlisted the efforts of the Department of Finance and City Attorney’s Office, to initiate the P3 program development with input and collaboration of other potential agency users, such as Public Works, National Western Center and Arts and Venues.

An initial step in the P3 program development process was to obtain professional services, secured via a competitive procurement process, to provide advice and guidance in the P3 sector. Arup Advisory Inc., was awarded this role and has served as the City’s strategic advisor in the development of the P3 program and policy.

The proposed contract amendment would allow for completion of the P3 program and policy work by adding additional funding of \$480,000 to complete the scope of services. The increase in funding is primarily attributable to the following factors:

1. Increased level of program customization. The process has been tailored to meet Denver’s core values as well as local laws and City processes, i.e. Revised Municipal Code, TABOR, Contract/legislative process, procurement rules and practices, CIP process, etc.
2. Services provided in relation to unsolicited proposals and coordination with initiate underway by City Attorney’s Office on this matter.
3. Review and iterations of documents. City staff have provided extensive comments and suggestions above what was initially anticipated.
4. More robust and comprehensive communication plan including launch and educational outreach.

**Key Contract Terms:**

Vendor: Arup Advisory Inc.

Amount: Original Contract Value \$475, 000. Amendment would add \$480,000, for total contract value of \$955,000

Funding Source: Department of Finance

Term: Through December 31, 2017 plus 2 additional 1-year renewals (no change to term is being sought with this amendment)

Scope of Services: Development and implementation of P3 Policy, Program and Communications Plan.

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