

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at 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: 12/11/2017

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.**)

Amends the on-call professional services agreement (FINAN-201631263) with Triunity Engineering and Management, Inc. by adding \$450,000 to the maximum amount for project reporting activities and related services for the Office of the National Western Center (NWCO) and the North Denver Cornerstone Collaborative (NDCC)

3. Requesting Agency: Mayor's Office of the National Western Center / North Denver Cornerstone Collaborative

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

- **Name:** Brad Dodson, NWCO Deputy Director
- **Phone:** 720-913-5522
- **Email:** brad.dodson@denvergov.org

- **Name:** Chris Pacheco, NDCC Deputy Director
- **Phone:** 720-865-3109
- **Email:** christopher.pacheco2@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:** Brad Dodson, NWCO Deputy Director
- **Phone:** 720-913-5522
- **Email:** brad.dodson@denvergov.org

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

Triunity Engineering & Management, Inc. provides professional project reporting activities and related services for the Office of the National Western Center (NWCO) and the North Denver Cornerstone Collaborative (NDCC), including Regional Tourism Act (RTA) reporting, Framework Agreement reporting and NDCC capital projects tracking. A preliminary contract with a \$450,000 placeholder was initiated in November 2016 for Triunity to understand reporting requirements, recommend best practices and build reporting templates. Triunity and the project reporting structure were introduced at the March 21, 2017 NWCO/NDCC update to LUTI. With a scope of work defined, NWCO and NDCC are now asking City Council to approve a contract amendment to allow Triunity to continue to execute the refined project reporting plan by increasing the maximum amount for the task-order contract to \$900,000 (not to exceed).

****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-201631263

b. **Contract Term:** Contract commenced on 11/15/2016 and expires 12/31/2026 (no change of contract term proposed with this amendment)

c. **Location:** N/A

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Date Entered: _____

- d. **Affected Council District:** District 9
- e. **Benefits:** Allows the City to retain Triunity Engineering & Management in order to meet various reporting requirements and to provide project information about both the NWC and NDCC to project teams, partners, elected officials, and the general public.
- f. **Contract Amount (indicate amended amount and new contract total):** Amendment to add \$450,000 for a new contract total of \$900,000 (not to exceed)

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

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