

# ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **11 a.m. Friday**. Contact the Mayor's Legislative team with questions

Please mark one:  Bill Request or  Resolution Request Date of Request: 8/31/2023

## 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.)

Approves an On-Call SBE Project Management contract with Coggins Consultants, LLC, contract number 202369756.

## 3. Requesting Agency:

## 4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)	Contact person for council members or mayor-council
Name: Patience Reuter	Name: Jason Gallardo
Email: <a href="mailto:patience.reuter@denvergov.org">patience.reuter@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:

On-Call project management services contract to provide support and/or staff augmentation for project(s) as identified by the Department of Transportation and Infrastructure. Term will be 3 years from contract execution with a maximum contract of \$3,000,000.

## 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 (including any dba's):** Coggins Consultants, LLC

**Contract control number (legacy and new):** 202369756

**Location:** Citywide

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

**Contract Term/Duration (for amended contracts, include existing term dates and amended dates):** 3 years

**Contract Amount (indicate existing amount, amended amount and new contract total):** \$3,000,000

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)

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

**Scope of work:** Project management support issued by individual task orders to support Dept. of Transportation project delivery.

**Was this contractor selected by competitive process?** Yes, DOTI issued RFQ in April 2023. **If not, why not?**

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

**Source of funds:** Funds will be identified when Task Orders are issued.

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

**WBE/MBE/DBE commitments (construction, design, Airport concession contracts):** 30% SBE requirement.

**Who are the subcontractors to this contract?**

---

*To be completed by Mayor's Legislative Team:*

Resolution/Bill Number: \_\_\_\_\_

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