

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor’s Legislative Team

at MileHighOrdinance@DenverGov.org by **11 a.m. Monday**. Contact the Mayor’s Legislative team with questions

Date of Request: 12/28/2022

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: (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.)

Amend an existing agreement with Bureau Veritas North America, Inc. to increase the dollar value of the contract

3. Requesting Agency:

Community Planning and Development

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Jill Jennings Golich	Name: Jill Jennings Golich
Email: jill.jenningsgolich@denvergov.org	Email: jill.jenningsgolich@denvergov.org

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

CPD entered into a contract with Bureau Veritas on 9/1/2022 after an RFP process to find a vendor to assist with plan review, particularly residential due to CPD’s growing backlog. The initial contract was made for the funds CPD had available at the time in 2022. Due to an increase in CPD’s 2023 budget for this type of service, CPD is seeking to amend the contract amount to include the budgeted dollars in 2023 and 2024, along with an additional amount of funding so that CPD could send additional plan review projects to Bureau Veritas if CPD has the funding available. The intent is to reduce the residential plan review backlog.

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

Josh Roberts

7. City Council District:

All

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:
Bureau Veritas North America, INC.

Contract control number:
CPLAN-202264326-01/ CPLAN-202266215-01

Location:

Is this a new contract? Yes No Is this an Amendment? Yes No If yes, how many? 1

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):
No change to the term duration – expires August 31, 2025

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)
\$475,000	\$700,000	\$1,175,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
3 years	None	August 31, 2025 (no change)

Scope of work:

Provide plan review services focused on building and energy code reviews

Was this contractor selected by competitive process?

Yes

If not, why not?

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

Source of funds:

CPD budget

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

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

Who are the subcontractors to this contract? N/A

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