

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor’s Legislative Team

at MileHighOrdinance@DenverGov.org by **3:00pm on Monday**. Contact the Mayor’s Legislative team with questions

Date of Request: 4/28/2022

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.)

Approves a contract with Jones Lang LaSalle Americas, Inc. for \$820,464 and for three years for implementation and support of the Archibus Space Management software supporting the Department of Real Estate

3. Requesting Agency: Technology Services

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Chris Todd	Name: Joe Saporito
Email: Christopher.Todd@denvergov.org	Email: joseph.saporito@denvergov.org

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

Technology Services is partnering with the Department of Finance, Real Estate Division, to purchase the Archibus Integrated Workplace Management Software (IWMS). The goal of this contract is to partner with Jones Lang LaSalle Americas, an implementation partner of Archibus, to purchase, implement and provide ongoing support of the Archibus IWMS.

The Real Estate Office is charged with effectively and responsibly managing all real estate properties that the City and County of Denver (CCD) owns and occupies. Space planning and allocation is an integral function that falls under the Real Estate Division’s realm of responsibility. To manage these assets effectively, the Real Estate Division intends to purchase and implement a real estate management software. Currently, the Real Estate Division uses spreadsheets and Access databases to manage space and allocation across the CCD.

This software will be primarily used by the Real Estate Division and DHS, but also by departments and agencies wanting real time data of employee locations and employees looking to reserve shared workspaces.

The Real Estate Division will use this software as a central repository for Space Planning Management, Workplace Services, Capital Project Management, Real Estate Property and Asset Management. See attached Executive Summary for further detail.

\$300,000 in ARPA funds have been allocated to this project.

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

7. City Council District: N/A - Citywide

To be completed by Mayor’s Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

8. ****For all contracts, fill out and submit accompanying Key Contract Terms worksheet****

Key Contract Terms

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

Standard Expenditure contract exceeding \$500,000

Vendor/Contractor Name: Jones Lang LaSalle Americas, Inc.

Contract control number: TECHS-202262162

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):

4/1/2022 - 4/1/2025 Duration: 3 years

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)
\$820,464	N/A	\$820,464

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
4/1/2022 - 4/1/2025	N/A	N/A

Scope of work:

Vendor will assist the City with implementation and ongoing support the Archibus Space Management software according to the Statement of Work and Service Level Agreement. This includes vendor monitoring of the application as well as issue resolution assistance to ensure the application is functioning at its maximum performance.

Was this contractor selected by competitive process? No **If not, why not?** Professional Preference

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

Source of funds: TS Innovation Fund (IFund), American Rescue Plan Act (ARPA), DHS Fund, Real Estate Fund

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

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

Who are the subcontractors to this contract? N/A

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