

ORDINANCE/RESOLUTION REQUEST

Please email requests to Laura Morales
at Laura.Morales@denvergov.org by 12:00 pm on Monday.

All fields must be completed.

Incomplete request forms will be returned to sender which may cause a delay in processing.

Date of Request: 2/20/18

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.**)

Contract amendment. On-call landscape planning and design contract amendment, 201520709-01, with Wenk Associates, Inc to increase expenditure capacity from \$485,000 to \$585,000. No change in term.

3. **Requesting Agency:** Parks and Recreation

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

- **Name:** Michael Bouchard & Laura Morales
- **Phone:** 720-913-0613 & 720-913-0633
- **Email:** michael.bouchard@denvergov.org & laura.morales@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:** Michael Bouchard & Laura Morales
- **Phone:** 720-913-0613 & 720-913-0633
- **Email:** michael.bouchard@denvergov.org & laura.morales@denvergov.org

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

Contract 201520709 is an on-call landscape planning and design contract with Wenk Associates Inc. The contract has one year remaining and the remaining dollar amount in the original contract is insufficient to complete all anticipated work. Without extending the term, this amendment is to simply increase the capacity of the contract by \$100,000.

This contract is for Landscape Architectural consulting services, and in conjunction with the other on-call contracts, is used to plan and design the majority of the (40-50) Capital Projects done annually. The types of projects these consultants typically work on are Neighborhood Park improvements (i.e. playgrounds, tennis and basketball courts, picnic areas and new walks and trails). DPR will be procuring a new round of on-call Landscape Architectural contracts later this year, however, due to increased project loads due to capital budget expansions and the GO Bond, DPR needs to increase the capacity of the current contracts to ensure continued work until the new contracts are in effect. These projects are important for the neighborhoods in every Council District, and impact our ability to deliver our capital projects on the schedules we've established.

****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:** 201520709
- b. **Contract Term:** 3/4/15 through 3/4/19 (no change in term)
- c. **Location:** Citywide
- d. **Affected Council District:** Citywide
- e. **Benefits:** Provide additional funding to complete anticipated projects utilizing City on-call contracts
- f. **Contract Amount (indicate amended amount and new contract total):** \$100,000 amended. New total \$585,000

7. **Is there any controversy surrounding this ordinance?** (Groups or individuals who may have concerns about it?) **Please explain.** None known

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: RR18 0227

Date Entered: _____