

**ORDINANCE/RESOLUTION REQUEST**

Please email requests to the Mayor’s Legislative Team

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

Date of Request: 9/26/2022

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 Telelanguage, Inc. to provide Citywide over the phone and video remote interpretation services, excluding Denver International Airport.

**3. Requesting Agency:** General Services

**4. Contact Person:**

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Nicol Suddreth, Florentino Alamillo	Name: Nicol Suddreth
Email: <a href="mailto:Nicol.Suddreth@Denvergov.org">Nicol.Suddreth@Denvergov.org</a> <a href="mailto:Florentino.Alamillo@Denvergov.org">Florentino.Alamillo@Denvergov.org</a>	Email: <a href="mailto:Nicol.Suddreth@Denvergov.org">Nicol.Suddreth@Denvergov.org</a>

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

This contract provides for Citywide over the phone and video remote interpretation services. The contract max value is \$850,000 and will have an initial term of three (3) years, November 1, 2022 – October 31, 2025, with the option of two (2) one-year options to extend through a contract amendment.

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

**7. City Council District:**

Citywide

**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

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

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

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

**Vendor/Contractor Name:** Telelanguage, Inc.

**Contract control number:** GENRL-202264526-00

**Location:** Citywide Agencies, excluding Denver International Airport

**Is this a new contract?**  Yes  No **Is this an Amendment?**  Yes  No **If yes, how many?** N/A

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

11/01/2022 – 10/31/2025, three-year term with an option to extend for two (2) one-year terms through a contract amendment.

**Contract Amount (indicate existing amount, amended amount and new contract total):**

\$850,000

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$850,000.00	N/A	\$850,00.00

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
11/01/2022 – 10/31/2025	N/A	N/A

**Scope of work:**

Telelanguage, Inc will provide Over the Phone and Video Remote Interpretation Services to various Citywide Agencies, excluding Denver International Airport. Services will be provided as needed for over the phone or remote video language access services. The contract max value of \$850,000 will allow for using Agencies to provide language translation services to support the City's linguistically diverse community, services will be invoiced to the City Agencies as services are provided. City Agencies will establish individual request for encumbrances tied to this contract based on historical needs for services, forecasted future use and approved annual budget.

**Was this contractor selected by competitive process?** Yes

**If not, why not?** N/A

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

**Source of funds:** General Funds

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

**WBE/MBE/DBE commitments (construction, design, Airport concession contracts):** None

**Who are the subcontractors to this contract?** None

---

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

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

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