

**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: 10/5/2020 \_\_\_\_\_

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.)

Amends contact with SHL to extend the expiration date to 12/31/2021

**3. Requesting Agency:**

Office of Human Resources

**4. Contact Person:**

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Alyx Sparrow	Name: Cindy Bishop
Email: alyx.sparrow@denvergov.org	Email: cindy.bishop@denvergov.org

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

The amendment to the SHL contact would extend the contract expiration date from 9/30/2020 to 12/31/2021. The vendor address was also updated. No addition funds were needed. The extension request is based on the financial situation of the city and the need to continue the pre-employment assessment services that SHL provides.

SHL provides the city with competency-based assessments that objectively evaluate candidates on skills that have been shown to predict job performance. The assessments also do not create adverse impact, meaning that minority groups pass at similar rates as the majority group. Additionally, SHL has updated its platform to allow assessments to be completed on a computer or any mobile device, increasing accessibility for diverse groups of candidates.

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

Robert McDermott

**7. City Council District:**

N/A

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

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

Resolution/Bill Number: RR20 1107

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:**  
SHL US, LLC

**Contract control number:**  
202055766

**Location:**  
111 Washington Avenue South, Suite 500, Minneapolis, Minnesota, 55401

Is this a new contract?  Yes  No Is this an Amendment?  Yes  No If yes, how many? 9

**Contract Term/Duration (for amended contracts, include existing term dates and amended dates):**  
Existing termination date is 9/30/2020, amended date is 12/31/2021

**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)
\$650,000	N/A	\$650,000

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
10/01/2015 - 9/30/2020	15 months	12/31/2021

**Scope of work:**

SHL provides online, pre-employment selection assessments that are used as part of the recruitment and screening process for 200+ job classifications in the city.

Was this contractor selected by competitive process? Yes  No  If not, why not?

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

**Source of funds:**  
Talent Acquisition 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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