

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: 7/29/2022

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.)

Amends a contract with SCI Colorado Funeral Services, LLC by adding \$225,000 for a new total \$793,000 and one year for a new end date of 10-19-23 for corpse removal and transportation services supporting the Office of the Medical Examiner, citywide (ENVHL-202263401-03).

3. Requesting Agency: Public Health & Environment (DDPHE)

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Will Fenton & Steve Castro	Name: Will Fenton & Steve Castro
Email: William.Fenton@denvergov.org	Email: Steven.Castro@denvergov.org

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

This contractor will provide the City and County of Denver with corpse removal services, including the removal of dead human remains from scenes and hospitals to the Office of the Medical Examiner’s office. The contract is used every time the Denver Office of the Medical Examiner responds to a death scene. From those scenes SCI - Decedent Transport crews will pick up approximately 1500 deceased individuals annually, which can include suicides, homicides, decomposing, babies and infectious. All decedents are brought back to our office at 500 Quivas Street, Denver 80204. There are two process points involved with this request. First, the resolution approving a previous contract extension, [Resolution 21-1080](#), contained an error. While the executed contract featured the correct total amount of \$568,000, the resolution title contained an incorrect figure of \$544,000. Additionally, when this contract was put out for a bid for services, no other viable vendor responded. Therefore, the city attorney’s office has approved a one-time extension for a sixth year.

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

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 contract in excess of \$500,000

Vendor/Contractor Name: SCI Colorado Funeral Services, LLC

Contract control number: ENVHL-201737166-00/ENVHL-202055361-01/ENVHL-202160418-02/**ENVHL-202263401-03**

Location: Citywide

Is this a new contract? Yes No **Is this an Amendment?** Yes No **If yes, how many?** 3

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

Existing term is October 20, 2017 through October 19, 2022. The amended term will add one year extending through October 19, 2023

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)
\$568,000.00	\$225,000.00	\$793,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Term</i>
10/20/17-10/19/22	12 mos	10/17/2017-10/19/2023

Scope of work:

This contract will provide the City with corpse removal services, including the removal of dead human remains from any point of Denver, within or outside the City and County of Denver and transportation and delivery of remains to the Denver Office of the Medical Examiner or as the City otherwise requests.

Was this contractor selected by competitive process?

Yes, the original contract was competitively bid (**Note:** The procurement team did put this contract out for bid; however, the bid process was unsuccessful, thus, we are having to amend the contract again. The request for extension has been approved by both the CAO and the vendor. We will activate the bidding process again before this amendment (03) ends in 2023.

If not, why not?

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

Source of funds: General

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? none

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