

# ORDINANCE/RESOLUTION REQUEST

Please email requests to Jason Gallardo, Public Works

at [pw.ordinance@denvergov.org](mailto:pw.ordinance@denvergov.org) by **12:00pm NOON on Monday**. Contact Jason with questions.

Date of Request: March 19, 2021

Please mark one:  Bill Request or  Resolution Request

**1. Type of Request:**

- Contract  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 STUDIO COMPLETIVA, INC. to extend the term until 6/30/2023 to the 2018 Architectural Design Services On-Call contract (DOTI-202158154-01[201841394-01]).

**3. Requesting Agency:** Department of Transportation and Infrastructure

**4. Contact Person:**

|   |   |
|---|---|
| Contact person with knowledge of proposed ordinance/resolution                                | Contact person to present item at Mayor-Council and Council                           |
| Name: Gabrielle Schuller  | Name: Jason Gallardo  |
| Email: <a href="mailto:Gabrielle.Schuller@denvergov.org">Gabrielle.Schuller@denvergov.org</a> | Email: <a href="mailto:jason.gallardo@denvergov.org">jason.gallardo@denvergov.org</a> |

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

It is in the best interests of the Department of Transportation and Infrastructure and the City at large to extend these contracts beyond the standard three (3) years. All of these on-call agreements were procured together and awarded at the same time.

This proposal has been reviewed and approved by the DOTI Procurement Committee.

The vendors that have been providing on-call architectural services for The City and County of Denver have been performing well and provide an important resource for the City to implement design and construction projects. The current contract durations for the architectural on-call vendors are set to expire on 6/30/2021. Under analysis of the remaining capacity of the current contracts, it is recommended to extend these on-call contracts for an additional 2-year term for a time only basis. The reasoning for the time-only extension include: economic uncertainty in the mid-term making re-procurement scope unclear, current capacity of the on-call contracts projected to be adequate to cover needs for next two years, and current firms are well performing and progressing toward meeting DSBO goals. Formal procurement for the architectural on-calls will be set to issue new contracts once the extended contracts expire on 6/30/2023. The combination of factors listed above provides the justification for this exception to XO 8.

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

**7. City Council District:** Citywide

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

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

Resolution/Bill Number: RR21 0384

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

## Key Contract Terms

**Type of Contract:** Amendment to a Master On-Call

**Vendor/Contractor Name:** STUDIO COMPLETIVA, INC.

**Contract control number:** DOTI-202158154-01[201841394-01]

**Location:** Citywide

**Is this a new contract?**  Yes  No **Is this an Amendment?**  Yes  No **If yes, how many?** 1

**Contract Term/Duration (for amended contracts, include existing term dates and amended dates):** Existing term: 7/1/2018 – 6/30/2021, extending term until 6/30/2023.

**Contract Amount (indicate existing amount, amended amount and new contract total):** Existing amount \$4,000,000.00, adding no additional money for a contract total of \$4,000,000.00.

| <i>Current Contract Amount</i> | <i>Additional Funds</i> | <i>Total Contract Amount</i> |
|--------------------------------|-------------------------|------------------------------|
| <i>(A)</i>                     | <i>(B)</i>              | <i>(A+B)</i>                 |
| \$4,000,000.00                 | N/A                     | \$4,000,000.00               |

  

| <i>Current Contract Term</i> | <i>Added Time</i> | <i>New Ending Date</i> |
|------------------------------|-------------------|------------------------|
| 7/1/2018 – 6/30/2021         | 2 years           | 7/1/2018 – 6/30/2023   |

**Scope of work:** Task order scopes can include but will not be limited to: programming and design studies, evaluations, and analysis of existing facilities and building systems, cost estimating, and full architectural services ranging from schematic design through construction administration.

**Was this contractor selected by competitive process?** Yes, RFQ advertised by DOTI (fka Public Works) on January 16, 2018.

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

**Source of funds:** Specific task orders may be assigned by individual City project managers and Citywide local funding may be utilized. The Department of Transportation and Infrastructure Program Resource Office will manage the utilization and day-to-day administration of this portfolio of contracts.

**ELEVATE DENVER BOND:**  Funding will be identified upon Task Order issuance.

**Is this contract subject to:**  M/WBE  DBE  SBE  XO101  ACDBE  16%

**WBE/MBE/DBE commitments (construction, design, Airport concession contracts):** 16% M/WBE

**Who are the subcontractors to this contract?** Studio Completiva: 15%, HCL Engineering & Surveying: 2.5%, 360 Engineering: 2.5%

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