

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at MileHighOrdinance@DenverGov.org by **3:00pm on Monday**. For any questions please contact Skye Stuart.

****All fields must be completed.****
Incomplete request forms will be returned to sender which may cause a delay in processing.

Date of Request: 4/11/16

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 for SAFEbuilt Colorado, LLC for contract CPLAN-201522027

This request is for a contract amendment with the existing contract Community Planning and Development has with SAFEbuilt to increase the dollar value from \$490,000 to \$2,000,000.

3. Requesting Agency: Community Planning and Development

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

- **Name:** Jill Jennings Golich
- **Phone:** 720-865-2909
- **Email:** jill.jenningsgolich@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:** Jill Jennings Golich
- **Phone:** 720-865-2909
- **Email:** jill.jenningsgolich@denvergov.org

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

In late 2014, CPD began discussions internally and with Purchasing to pursue an on-call contract with a firm that could provide plan review services. Originally this scope included inspections and commercial plan review, but residential review of IRC structures was the most urgent. Since 2011, the residential plan review group had seen a steady increase in work accompanied by a decrease in the number of initial reviews completed by their due date. CPD was provided additional staff for this group in late 2014, but it was taking nearly one year to get these new staff ready to actually review plans, meanwhile volumes continued to increase 77% from 2011 to 2014.

An RFP was issued on January 9, 2015 with proposals due to the City on January 23, 2015. A total of five responses were received, and a group of CPD staff reviewed the proposals and shortlisted two firms to be interviewed. SAFEbuilt was the selected vendor based on both qualifications and price. A contract was entered into in June 2015, and contract amendment one to add additional services was approved March 2, 2016. These additional services consist of roofing inspections, some commercial plan review services and commercial zoning permit review.

*****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:** CPLAN-201522027
- b. Contract Term:** June 1, 2015 – May 31, 2018 unless the City chooses to renew this agreement annually after that for up to two one-year extensions
- c. Location:** SAFEbuilt Colorado, LLC is based in Loveland, CO

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____

d. **Affected Council District:** all

e. **Benefits:** Allow CPD to quickly respond to increased volumes in residential and commercial plan review, as well roofing inspections, in order to decrease the plan review and roofing inspection backlog and meet

f. **Contract Amount (indicate amended amount and new contract total):** original total = \$490,000; amended total = \$2,000,000

7. **Is there any controversy surrounding this ordinance?** *(Groups or individuals who may have concerns about it?)* **Please explain.** No

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