

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at MileHighOrdinance@DenverGov.org by **9 a.m. Friday**. Contact the Mayor's Legislative team with questions

Date of Request: **3/5/25**

Please mark one: ☐ Bill Request or ☒ Resolution Request

Please mark one: The request directly impacts developments, projects, contracts, resolutions, or bills that involve property and impact within .5 miles of the South Platte River from Denver's northern to southern boundary? (Check map [HERE](#))

☐ Yes ☒ No

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 HNTB CORPORATION for \$15,000,000.00 and for 3 years to provide On-Call Professional Services to support the administration and implementation of the Sidewalk Program, citywide (DOTI-202578141).

3. Requesting Agency: Department of Transportation & Infrastructure

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)	Contact person for council members or mayor-council
Name: Geneva Hooten, Michele Foust	Name: Alaina McWhorter
Email: Geneva.hooten@denvergov.org michele.foust@denvergov.org	Email: Alaina.McWhorter@denvergov.org

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

In November 2022, a citizen-led ballot initiative approved by voters, known as Denver Deserves Sidewalks and Ordinance 307, shifted the responsibility of sidewalk construction, reconstruction, and repair to the City and established a fee the City will assess on property owners to fund the sidewalk work. The Department of Transportation and Infrastructure (DOTI) began issuing billings and collecting fee revenue in early 2025 to fund the construction, reconstruction, and repair of sidewalks in the City. With this new contract, HNTB CORPORATION, through a multi-disciplinary team, shall provide Professional Services to support the administration and implementation of the Sidewalk Program.

Core scope of services for this Professional Service on-call contract are as follows:

- Program Management & Controls
- Program Planning Services
- Program Communications
- Design & Preconstruction Services
- Project Management Services

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

7. City Council District: Citywide

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

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): Professional Services

Vendor/Contractor Name (including any dba's): HNTB CORPORATION

Contract control number (legacy and new): DOTI-202578141

Location: Citywide

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

Contract Term/Duration (for amended contracts, include existing term dates and amended dates): Contract execution + 3 years

Contract Amount (indicate existing amount, amended amount and new contract total): \$15,000,000.00

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$15,000,000.00	N/A	\$15,000,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
Contract Execution + 3 years	N/A	Contract Execution + 3 years

Scope of work: to provide professional services, via a multi-disciplinary team, to support the administration and implementation of the Sidewalk Program. Core scope of on-call services: Program Mgt & Controls, Program Planning Services, Program Communications, Design & Preconstruction Services, and Project Management Services.

Was this contractor selected by competitive process? Yes, RFQ #202475336 **If not, why not?**

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

Source of funds: Sidewalks Enterprise Fund

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

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): TBD via DSBO on a task order basis

Who are the subcontractors to this contract? TBD per Task Order

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