

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: **January 31, 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 United Language Group, Inc. by extending the contract term to August 31, 2022 and increasing the contract maximum from \$700,000 to \$945,000 for Citywide language translation services.

3. Requesting Agency:

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Nicol Suddreth	Name: Nicol Suddreth
Email: Nicol.Suddreth@denvergov.org	Email: Nicol.Suddreth@denvergov.org

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

United Language Group, Inc. provides translation services for various agencies within the City and County of Denver. Translation services include but are not limited to telephone, print and in-person service. This amendment will extend the contract term to August 31, 2022 and increase the contact maximum from \$700,000 to \$945,000. The increase in the contract maximum will allow for the continuation of interpretation and translation services Citywide, as well as coverage for the Citywide National Community Survey transition from a paper format to a language line and the budget expansion the Department of Human Services received in 2022 for a marketing campaign. All other terms and conditions will remain the same.

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

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: _____

Date Entered: _____

Key Contract Terms

Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property):
Expenditure

Vendor/Contractor Name: United Language Group, Inc.

Contract control number: GENRL-202160766-03 (JAGGAER) GENRL-201840363-03(Alfresco)

Location: Citywide

Is this a new contract? Yes No **Is this an Amendment?** Yes No **If yes, how many?** 03

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

03/01/2018 – 02/28/2022 (Existing term)
 03/01/2018 – 08/31/2022 (Amended term)

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)
\$700,000.00	\$245,000	\$945,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
03/01/2018 – 02/28/2022	6 Months	08/31/2022

Scope of work:

United Language Group, Inc. provides language translation services for multiple agencies Citywide.

Was this contractor selected by competitive process? No

If not, why not? Cooperative procurement completed by US Communities.

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

Source of funds: General Funds

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

WBE/MBE/DBE commitments (construction, design, Airport concession contracts):

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

Who are the subcontractors to this contract? N/A

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____