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: June 27, 2023

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.)

Approves a second amendment with Norris Design, Inc. for On-Call Landscape Architectural Planning, Design, and Related Services to extend the agreement for an additional 20 months, 3 weeks for a total of 631 calendar days. No change to the contract amount.

3. Requesting Agency: Denver Parks and Recreation

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Colton Rohloff and Margaret Lopez	Name: Jesus Orrantia
Email: colton.rohloff@denvergov.org , Margaret.lopez@denvergov.org	Email: jesus.orrantia@denvergov.org

5. General description or background of proposed request. Attach executive summary if more space needed:
The contract with Norris Design, Inc. is for On-Call Landscape Architecture Planning, Design and Related Services. The amendment will extend the term an additional 20 months, 3 weeks a total of 631 calendar days. This time extension request is for the scheduled duration of active executed task orders under the master on-call that expired in April '23.

6. City Attorney assigned to this request (if applicable): Jason Moore

7. City Council District: City Wide

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

Key Contract Terms

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____ Date Entered: _____

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

Vendor/Contractor Name: Norris Design, Inc

Contract control number: 201947762/202160683/202368123

Location: City Wide

Is this a new contract? ☐ **Yes** ☒ **No** **Is this an Amendment?** ☒ **Yes** ☐ **No** **If yes, how many? _2__**

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):
Contract: 4/10/2018-4/10/2022
Amended: 4/10/2018 – 4/10/2023
2nd Amended: 04/10/2019 to 10/31/2024

Contract Amount (indicate existing amount, amended amount and new contract total):
Current Contract: $1,000,000

Current Contract Amount (A)	*Additional Funds (B)*	*Total Contract Amount (A+B)*
$1,000,000	N/A	$1,000,000

Current Contract Term	*Added Time*	*New Ending Date*
4/10/2023	20 months, 3 weeks	12/31/2024

Scope of work:
On-Call Landscape Architectural Planning, Design, and Related Services may include, but is not limited to, assessment, planning, design, and construction observation services related to parks and parks facilities. Types of work may include System-wide planning and park-specific master planning efforts, Design of new, or renovation of existing, parks and assets, Improvements and upgrades to system-wide assets, Mountain Parks and Natural Areas improvements

Was this contractor selected by competitive process? Yes – RFP Issued 10/25/2018 **If not, why not?**

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

Source of funds:
multiple funds

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

WBE/MBE/DBE commitments (construction, design, Airport concession contracts)
19%

Who are the subcontractors to this contract? THREE SIXTY ENGINEERING, INC (DBA 360 ENGINEERING, INC); AE DESIGN; BARKER RINKER SEACAT; CTL | THOMPSON, INC.; ELEVATION CONSULTING GROUP, LTD.; HCL ENGINEERING & SURVEYING; HYDROSYSTEMS KD; IRON HORSE ARCHITECTS; MKK CONSULTING ENGINEERS, INC.; PINYON ENVIRONMENTAL, INC.; SAN ENGINEERING, LLC; SMITH ENVIRONMENTAL & ENGINEERING; TERRACON CONSULTANTS, INC.

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