DENVER
THE MILE HIGH CITY

Department of Parks & Recreation
On-Call Project Management Professional Services
- Small Business Enterprise (SBE) Services Fact Sheet

Department of Parks & Recreation Division of Planning, Design & Construction (PDC) - Small Business Enterprise (SBE) Services Contracts
PDC is seeking to establish a group of qualified On-Call SBE contractors available to respond to proposal bidding request for the execution of project management service work for the City's infrastructure.

Purpose and Use of Agreements:

The purpose of these On-Call contracts is to establish and maintain a pool of qualified SBE On-Call Project Management Contractors to plan and design park projects for DPR. They will be available to respond to requests for proposals in the execution of PDC's work plan. These contracts are related to design and construction project management services, facilities planning, inspections, and project implementation oversight. Each contract is led by a certified SBE firm with a requirement to self-perform at least 30% of the work of this contract.

The On-Call Project Management Services SBE contract will be utilized for city-wide and site-specific projects. Project Management Services will have expertise to represent the interests of DPR/the project and provide leadership in the following areas:

- Project evaluation – of scope, budget, and schedule
- Estimating services
- Work plan development
- Facilitation of design process and inter/intra-departmental plan review.
- Bidding and construction procurement
- Construction inspections & administration
- Leading project closeout process
- Facilitating project communications
- Working with other division project managers
- Performing all project documentation and reporting
- In house staff augmentation project management services.

Procurement:

Three (3) firms were selected based on qualified submittals and scoring.

Contracts Description:

Each contract has a three (3) year term and a capacity of $2,000,000. The firms selected for these agreements are listed alphabetically.

- Dunakilly Management Group Corp
- Em Dub Design llc
- VIVID Engineering Group, Inc

These contracts do not commit funds, nor do they guarantee any amount to the firms. These contracts are not an authorization of work. Authorization of work and commitment of funds are made via work orders on an as needed basis.