

**ORDINANCE/RESOLUTION REQUEST**

Please email DPR requests to [Laura.Morales@denvergov.org](mailto:Laura.Morales@denvergov.org) by **12:00pm on Monday**.

**Date of Request: 3.1.19**

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 an agreement with THK Associates, Inc. for on-call landscape architectural planning, design, and consulting services.

**3. Requesting Agency:**    PARKS

**4. Contact Person:**

|  |   |
|--|---|
| Contact person with knowledge of proposed ordinance/resolution | Contact person to present item at Mayor-Council and Council |
| Name: Mike Bouchard  | Name: Laura Morales   |
| Email: michael.bouchard@denvergov.org                          | Email: Laura.Morales@denvergov.org                          |

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

On-call agreement work may include professional landscape architectural, architectural, planning, engineering, and related technical and consultation services as required for the performance of master planning, concept design, design development, construction drawings and specifications on an on-call basis for various City projects.

**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\*\***

*To be completed by Mayor's Legislative Team:*

Resolution/Bill Number: RR19 0278

Date Entered: \_\_\_\_\_

## Key Contract Terms

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

**Vendor/Contractor Name:** THK Associates, Inc.

**Contract control number:** 201947693

**Location:** Parks and Parks Facilities

**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):**  
Three years from effective date

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

| <i>Current Contract Amount</i> | <i>Additional Funds</i> | <i>Total Contract Amount</i> |
|--------------------------------|-------------------------|------------------------------|
| (A)                            | (B)                     | (A+B)                        |
| 1,000,000                      | N/A                     | 1,000,000                    |

| <i>Current Contract Term</i> | <i>Added Time</i> | <i>New Ending Date</i>      |
|------------------------------|-------------------|-----------------------------|
| 3 years                      | N/A               | 3 years from effective date |

**Scope of work:**

On-call agreement work 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 (individual park master plans, system-wide assessment reports, asset specific planning, public engagement and outreach); Design of new, or renovation of existing, parks and assets (fields, courts, playgrounds, picnic facilities, walkways, etc.); Improvements and upgrades to system-wide assets (regional trail and greenway systems, bridges, medians); Mountain Parks and Natural Areas improvements (trails and trailheads, roadways/parking, historic structures, etc.); and Deferred maintenance and other repairs to parks and recreation facilities (recreation centers, maintenance and operations facilities, renovation and rehabilitation of historic buildings, fountains, and monuments).

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

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

**Source of funds:**

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

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

**Who are the subcontractors to this contract?** 105 West, Inc.; Kiowa Engineering Corporation; Pinyon Environmental, Inc.; Yeh and Associates; Hoehn Architects; and Abo Group.

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