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: 4/30/2020

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 contract with Experis US, Inc. for $5,000,000 and for five years to provide On-Call IT Staffing Professional Services supporting Technology Services to be used on Technology related projects for all City Agencies; citywide (TECHS-202054154-00)

3. Requesting Agency: Technology Services

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Andrea Denis	Name: Joe Saporito
Email: andrea.denis@denvergov.org	Email: joseph.saporito@denvergov.org

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

Technology Services is the central information technology department for the City. The agency provides technology infrastructure, development, support, and solutions to all City Departments, as well as management of 911 system communications and Denver's 311 non-emergency contact center. Along with Denver Media Services and the Denver Marketing Office, the department is working to enhance the customer experience by aligning digital technologies with citywide marketing and communications efforts.

The Technology Services Department has recently worked with Purchasing on an RFP seeking firms highly experienced in providing qualified On-call Professional Information Technology Services staff for the purpose of augmenting City and County of Denver project staffing as needed.

The intent of the On-Call Professional Services RFP was to select and award a pool of available contractors able to provide a particular expertise. Firms awarded a contract for specific on-call professional services will acquire work via detailed task orders, with deliverables that will be assigned with itemized dollar amounts. Each task order will have a notice to proceed with authorizing signatures from both the City and County of Denver and the Contracted firm, which will allow funds to be encumbered by task order. The Contracted firm will be responsible to ensure that all deliverables as defined in the Task Order are met for the professional service classification hired for each specific engagement/project. In response to the task order the Contracted firm will be required to provide the requested staff resource names and guaranteed costs per hour for the stated work. Team composition may vary depending on the scope of each task order.

Experis US, Inc. was one of the awardees from the RFP and Technology Services is seeking a contractual relationship. The structure of this engagement is for On-call Professional Services with a general scope of work. Definitions of the labor categories for the type of work to be performed by Experis US, Inc. are provided below.

SERVICES/LABOR CLASSIFICATIONS:

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: RR20 0429 Date Entered: _____

- Management Consulting
- Staff Augmentation/ Recruiting Services, comprised of the following:
    - General Technical Services
    - Specialty Development and Support
    - Infrastructure Services
    - Network Services

MANAGEMENT CONSULTING

Management consulting helps organizations solve issues, create value, and improve the business performance of their clients. It provides objective advice, expertise and specialist skills. Management consulting is primarily concerned with the strategy, structure, management and operations of an organization. It will identify options for the organization and suggest recommendations for change, as well as helping with additional resources to implement solutions. Examples of Management Consulting needs could include, but are not limited to, IT Maturity Studies, Organization Assessments, and Marketing Studies.

A Management Consultant is a senior expert on specific systems and organizing and running teams. The Management Consultant performs evaluation of the needs from a broad level and provides guidance on how to setup, train and manage Subject Matter Teams

6. City Attorney assigned to this request (if applicable): Steve Hahn

7. City Council District: N/A - Citywide

8. **<u>For all contracts,</u> 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):

Master On-Call contract exceeding $500,000

Vendor/Contractor Name: Experis US, Inc.

Contract control number: TECHS-202054154-00

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 <u>existing</u> term dates and <u>amended</u> dates):

Contract Term: 5/1/2020 - 5/1/2025 Duration: 5 years

Contract Amount (indicate existing amount, amended amount and new contract total):

Current Contract Amount (A)	***Additional Funds (B)***	***Total Contract Amount (A+B)***
$5,000,000	N/A	$5,000,000

Current Contract Term	***Added Time***	***New Ending Date***
5/1/2020 - 5/1/2025	N/A	N/A

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Scope of work:

Vendor will provide staff augmentation services on an as needed, On-Call basis.

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

Has this contractor provided these services to the City before? ☒ **Yes (Based off of previous RFP)** ☐ **No**

Source of funds: Fund source will vary depending on the project but will be primarily operational funding and iFund.

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

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

Who are the subcontractors to this contract? N/A

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