



## Legislation Details (With Text)

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Date	Ver.	Action By	Action	Result
11/15/2016	1	Land Use, Transportation & Infrastructure Committee		

## Contract Request Template (Resolution)

**Submitted By:**

**Date Submitted:**

**Requesting Agency:**  
**Division:**

**Subject Matter Expert Name:**

**Email Address:**

**Phone Number:**

**Item Description (for the Council meeting agendas; 2-3 sentences maximum):**

NDCC Presentations

**Affected Council District(s) or citywide?**

**Executive Summary with Rationale and Impact (detailed description of the item and why we are doing it). This can be a separate attachment.**

**Contract Control Number:**

**Vendor/Contractor Name (including any "DBA" and any/all named sub-contractors):**

**Name of individual managing contract/overseeing contract performance:**

**Type and Scope of services to be performed:**

**Location (if applicable):**

**WBE/MBE/DBE goals that were applied (construction, design, Airport concession contracts):**

**Are WBE/MBE/DBE goals met?**

**Is the contract new/a renewal/extension or amendment?**

**Is this a new vendor for this particular contract/service/location or the same vendor who previously held the same contract/service/location?**

**Was this contractor selected by competitive process or sole source?**

**If competitive, when was the selection made?**

**If sole source, justification?**

**Termination provision for City and for contractor:**

**For New contracts**

**Term of initial contract:**

**Options for Renewal:**

**How many renewals (i.e. up to 2 renewals)?**

**Term of any renewals (i.e. 1 year each):**

**Cost of initial contract term:**

**Cost of any renewals:**

**Total contract value council is approving if all renewals exercised:**

**For Amendments/Renewals Extensions:**

**Is this a change to cost/pricing; length of term; terms unrelated to time or price (List all that apply)?**

***If length changing***

**What was the length of the term of the original contract?**

**What is the length of the extension/renewal?**

**What is the revised total term of the contract?**

***If cost changing***

**What was the original value of the entire contract prior to this proposed change?**

**What is the value of the proposed change?**

**What is the new/revised total value including change?**

***If terms changing***

**Describe the change and the reason for it (i.e. compliance with state law, different way of doing business etc.)**