



Legislation Text

File #: 17-0377, Version: 1

**Contract Request Template (Contracts; IGAs; Leases)**

**Date Submitted:** 03-28-17

**Requesting Agency:** City Attorney's Office  
**Division:**

- **Name:** Rob Nespor
- **Phone:** 720-913-3121
- **Email:** Robert.nespor@denvergov.org

**Item Title & Description:**

*(Do not delete the following instructions)*

*These appear on the Council meeting agenda. Initially, the requesting agency will enter a 2-3 sentence description. Upon bill filling, the City Attorney's Office should enter the title above the description (the title should be in **bold** font).*

*Both the title and description must be entered between the red "title" and "body" below. Do **not** at any time delete the red "title" or "body" markers from this template.*

**A resolution approving a proposed Amendatory Agreement between the City and County of Denver and Roland Process Service & Investigations, LLC to provide legal process services.**

Adds \$300,000 and two years to the contract with Roland Process Service & Investigations, LLC for a new total of \$710,000 and end date of 11-30-19 to provide writs, warrants, subpoenas, and other process services for legal matters (201525605-01). The last regularly scheduled Council meeting within the 30-day review period is on 5-8-17. The Committee approved filing this resolution by consent on 4-4-17.

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

**Contract Control Number:** 201525605-01

**Vendor/Contractor Name (including any "DBA"):** Roland Process Service & Investigations, LLC.

**Type and Scope of services to be performed:** provide writs, warrants, subpoenas and other process services for legal matters as needed

**Location (if applicable):**

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

**Are WBE/MBE/DBE goals met (if applicable)?**

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

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

**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?** 12-1-15 - 11-30-17

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

**What is the revised total term of the contract?** 12-1-15 - 11-30-19

***If cost changing***

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

\$410,000

**What is the value of the proposed change?** \$300,000

**What is the new/revised total value including change?** \$710,000

***If terms changing***

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