



Legislation Text

File #: 23-0856, Version: 1

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

**Date Submitted: 6-26-2023**

**Requesting Agency: Department of Transportation & Infrastructure**  
**Division:**

**Subject Matter Expert Name: Gabrielle Schuller**  
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**Phone Number:**

### 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 Contract between the City and County of Denver and Handprint Architecture, Inc. for architectural design services on municipal projects, citywide.**

Approves an on-call contract with Handprint Architecture, Inc. for \$5,000,000 and three years for architectural design services on municipal projects, citywide (DOTI-202368008). The last regularly scheduled Council meeting within the 30-day review period is on 7-31-2023. The Committee approved filing this item at its meeting on 6-27-2023.

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

**Contract Control Number:**  
**DOTI-202368008**

**Vendor/Contractor Name (including any "DBA"):**  
**Handprint Architecture Inc**

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

The goal of the on-call master contract is to procure multiple "On-Call Professional and Technical Design Services Vertical Project Delivery: Category 1 - Architectural Design - (14%

**MWBE)**

Architectural firms are asked to partner with sub-consultants creating a complete Design Team capable of providing full architectural and engineering services in response to numerous and varied projects arising within the City. The Agreement for On-Call Architectural and Technical Design Services will have a three-year term and will have a contract limit of \$5,000,000.00. Projects will be initiated by issuing task orders to the contract with the aggregate fee for all task orders limited to \$5,000,000.00. The City reserves the right to issue Proposal Requests to multiple On-Call Consultant Teams for a single Task Order.

Task order scopes can include but will not be limited to:

- Programming and design studies
- Workplace strategy
- Design
- Architectural Design
- Structural Engineering
- Mechanical Engineering
- Electrical Engineering
- Plumbing Engineering
- Civil Engineering
- Landscape Architecture
- As-built documentation
- ADA and code evaluation and compliance
- Roof design
- Sustainability/Commissioning
- Cost Estimating
- Historic Preservation
- Fire Protection and Life Safety
- Peer Review
- Public Engagement
- Bridge, sidewalk, ROW elements, roadway design
- Data Collection
- Project Management / Staff Augmentation
- Program Management / Staff Augmentation
- Structural evaluations, studies, and designs
- Construction administration
- Facility Condition Assessment of existing facilities and building systems
- ADA Measurement/Inspection and review
- full architectural and engineering design services including programming, schematic design, design development, construction documents, bidding/negotiation, permit facilitation, and construction administration.

For specific task orders requiring specialty consultants under the On-call Professional and Technical Design Services: Category 1- Architectural Design Agreement (the “Agreement”), the Design Consultant may solicit a proposal from a sub consultant who is not listed as a Consultant Team Member in the Agreement. Participation from specialty sub-consultants added at the Task Order level who are not listed as a Consultant Team Member in the Agreement can count towards the M/WBE goal if they have an M/WBE Certification with the City.

To assist in expediting design services for task orders, consultant teams are encouraged to include more than one sub consultant for disciplines/firms often experiencing a back-log of work. The City expects its On-Call Design Service consultants to provide responsive customer service as it relates to project needs and requirements. Please note the prime consultant is responsible for managing the approach to meeting the prescribed M/WBE goal associated with the Agreement.

State and local government facilities must follow the requirement of the 2010 ADA Standards for Accessible Design

(2010 ADA Standards). Facilities that do not comply with the 2010 ADA Standards may prevent people with disabilities from fully and equally enjoying Denver's services, programs, or activities and may constitute discrimination on the basis of disability. Any construction or alterations to Denver buildings and facilities by it or on its behalf will fully comply with the requirements of the 2010 ADA Standards. Consultants are therefore responsible for ensuring architectural designs for construction and/or alterations are compliant with the 2010 ADA Standards. The Agreement is managed by Department of Transportation and Infrastructure, who has contract authority on behalf of the City. Department of Transportation and Infrastructure is contractually responsible for managing each task order, and a Project Manager within Department of Transportation and Infrastructure will be the Consultant Team's direct point of contact for each task order issued. The awarded Consultant Teams shall ensure project communication between the Consultants and the End User is conveyed and managed through the Department of Transportation and Infrastructure Project Manager. In addition, the City would like the Design Consultant to identify a consistent point of contact who will become familiar with the contract language, forms, and requirements set forth in the Agreement, as well as fully understand the City's process of doing business as it relates to the task orders and On-Call Agreement.

**Location (if applicable):**

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

**W/MBE**

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

14%

Baseline Engineering Corporation, Elevation Consulting Group, Ltd., enLighten Engineering, LLC, Group14 Engineering, PBC, IMEG Corp, Jensen Hughes, Inc., K2, A Salas O'Brien Company, Livable Cities Studio, Inc., Martin/Martin, Inc., Mead & Hunt, Inc. dba Ambient Energy, PG Arnold Construction, Rider Levett Bucknall, RoofTech Consultants, Inc., Shen Milsom & Wilke LLC, Three Sixty Engineering, Inc. (DBA 360 Engineering), Vanir

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

New

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

Yes, RFQ advertised by DOTI on January 25, 2023.

**For New contracts**

**Term of initial contract:**

06/15/2023 - 06/14/2026

**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:**

**\$5,000,000**

**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.)**