



Legislation Text

File #: 20-0577, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 6-12-20

Requesting Agency: General Services
Division:

Subject Matter Expert Name:

Name: AJ Cannady
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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 Master Purchase Order between the City and County of Denver and Officescapes of Denver, LLLP for workstations, ancillary fixtures, and other on-call design related services to the Denver Wastewater Management Building.

Approves a master purchase order with Officescapes of Denver LLLP for \$700,000 and through 12-31-22, with two possible annual renewals, for furnishing workstations and ancillary fixtures for the Wastewater Building renovations located at 2000 West 3rd Avenue in Council District 7 (SC-00003206). The last regularly scheduled Council meeting within the 30-day review period is on 8-10-20. The Committee approved filing this item at its meeting on 6-23-20.

Affected Council District(s) or citywide? Council District 7

Contract Control Number: SC-00003206

Vendor/Contractor Name (including any "DBA"): Officescapes of Denver LLLP

Type and Scope of services to be performed:

The Supplier is the sole provider of Steelcase product in the state of Colorado. They have demonstrated capabilities and expertise to meet high demand large scale projects as well as their ability to address small, low dollar purchasing needs. Also, they are local, women owned and have sustained their staff completely during this economic crisis by making cuts in revenue generation.

This contract results from the selection and award through a competitive RFP (#15981) for the citywide standards restack project. This supplier was primarily selected in the categories of workstations and benching. In addition, this supplier may fulfill other FFE needs for conference rooms, collaborative spaces and private offices.

This contract's dollar amount covers the furnishing needs, including workstations, benching stations, conference rooms, collaborative spaces and private offices for the Denver Wastewater Management Building. This project consists of the renovation of floors 3, 4, and 5. The 2nd floor may also be considered if the cost is within budget.

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: Through December 31, 2022

Options for Renewal:

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

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

Cost of initial contract term: \$700,000.00

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.)