



Legislation Text

File #: 22-1035, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 8-29-2022

**Requesting Agency: Technology Services
Division:**

Subject Matter Expert Name: Jenny Schiavone
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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 Second Amendatory Agreement between the City and County of Denver and Rassman Design, LLC to continue providing consulting services related to marketing and branding initiatives for City departments.

Amends an on-call contract with Rassman Design, LLC by adding \$1,750,000 for a new contract total of \$2,950,000 and 3 years for a new end date of 12-31-2025 to continue providing consulting services related to planning, managing, facilitating, and implementing marketing and branding initiatives for City departments, citywide (TECHS-201738505-02/ 202263365-02). The last regularly scheduled Council meeting within the 30-day review period is on 10-10-2022. The Committee approved filing this item at its meeting on 9-6-2022.

Affected Council District(s) or citywide? Citywide

Contract Control Number: TECHS-201738505-02/ 202263365-02

Vendor/Contractor Name (including any "DBA"): Rassman Design LLC

Type and Scope of services to be performed: An extension of this on-call professional services

contract will allow TS/Marketing Services and other departments to continue in-flight marketing campaigns and marketing support for ongoing and upcoming projects citywide, while allowing adequate time to conduct a new RFP procurement for these types of services at the end of the new term. The City's on-call marketing services contracts support a multitude of large, public-facing campaigns across agencies and departments and to stop work on these campaigns would be detrimental to residents looking for support from the City on housing solutions, tax relief for seniors, OHR recruitment of key positions across the City, the roll out of volume-based waste services, and many more services that are actively being marketed to residents.

Location (if applicable): Citywide

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

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

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

Amendment

Was this contractor selected by competitive process or sole source?

Comp.

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)?

Length and cost

If length changing

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

Current Term: 12/01/2017 - 12/01/2022

What is the length of the extension/renewal?

37 months

What is the revised total term of the contract?

Proposed Term: 12/01/2017 - 12/31/2025

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.)