



Legislation Text

File #: 20-1323, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 11-06-20

Requesting Agency: Office of Human Resources
Division:

Subject Matter Expert Name:

| |
|-----------------------------------|
| Name: Cindy Bishop |
| Email: cindy.bishop@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 Tenth Amendatory Agreement between the City and County of Denver and Sterling Infosystems, Inc. to extend the term and increase the maximum contract amount for talent acquisition background checks.

Amends a contract with Sterling Infosystems, Inc. by adding \$50,000 for a new total of \$1,714,900 and one year for a new end date of 12-31-21 for background check services for pre-employment screening, citywide (CSAHR-202055734). The last regularly scheduled Council meeting within the 30-day review period is on 1-19-21. The Committee approved filing item at its meeting on 11-17-20.

Affected Council District(s) or citywide? Citywide

Contract Control Number: CSAHR-202055734

Vendor/Contractor Name (including any "DBA"): Sterling Infosystems, Inc.

Type and Scope of services to be performed:

This tenth amendment to the Sterling Infosystems, Inc. contract extends the contract expiration

date from 06/06/2013 to 12/31/2021 and adds \$50,000 in funds to cover expenditures for the additional timeframe. The extension request is based on the need to preserve the continuity of background check services to the city despite the current situation including budget and resource constraints due to COVID-19. An RFP process will be conducted in 2021.

Sterling Infosystems, Inc. has been the primary vendor conducting background checks under Executive Order 135. City agencies are required to complete appropriate background checks on all people working for the city. Background checks are a requirement in hiring, promotions, demotions, and transfers. Background checks are also performed during employment-related investigations or disciplinary actions.

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?

3/20/2018 - 12/31/2020

What is the length of the extension/renewal?

One year

What is the revised total term of the contract?

3/20/2018 - 12/31/2021

If cost changing

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

\$1,664,900

What is the value of the proposed change?

\$50,000

What is the new/revised total value including change?

\$1,714,900

If terms changing

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