



Legislation Text

File #: 21-1489, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 11-29-21

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 an agreement between the City and County of Denver and Sterling Infosystems, Inc. to provide background screening services to the City.

Approves a contract with Sterling Infosystems, Inc. for \$1.3 million and through 12-31-26 to provide background screening services to the City (CSAHR-202160650). The last regularly scheduled Council meeting within the 30-day review period is on 1-10-22. The Committee approved filing this item at its meeting on 12-7-21.

Affected Council District(s) or citywide? Citywide

Contract Control Number: CSAHR-202160650

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

Type and Scope of services to be performed:

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.

The current contract expires on 12/31/21. This new contract established a new 5-year agreement from 1/1/22 - 12/31/26 at a cost not to exceed \$1,300,000.00.

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: 1/1/2022 - 12/31/2026

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: \$1,300,000.00

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.)