Legislation Text

File #: 20-1519, **Version:** 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 12-04-20

Requesting Agency: Department of Transportation and Infrastructure
Division:

Subject Matter Expert Name:

Name:	Jason Gallardo
Email:	jason.gallardo@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 Contract between the City and County of Denver and HNTB Corporation for on-call program and project management professional services, citywide.
Approves a contract with HNTB Corporation for $2.5 million and through 1-14-24 for on-call program and project management professional services, citywide (DOTI-202056638). 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 12-15-20.

Affected Council District(s) or citywide? Citywide

Contract Control Number: DOTI-202056638

Vendor/Contractor Name (including any "DBA"): HNTB Corporation

Type and Scope of services to be performed:
13.   Program and Project Management (35% MWBE): Work in this category will include provision of professional services related to the development and implementation of best practices, procedures, tools, and techniques related to the programmatic delivery of capital infrastructure projects. Work may also include providing project management services in the

form of staff augmentation and/or specialty support services. Qualified firms must be able to provide program management, project management, and construction management.
- Professionally facilitated workshops for organizational development, including:
o Chartering of program teams
o Risk register development
o Development of governance
o General team building
- Current state and "path forward" alternatives analysis
- Strategy development
- Implementation recommendations
- Performing a "gap analysis" with a report and recommendations on how to bridge resource shortfalls
- Providing highly specialized staff to augment program delivery with roles in:
o Scheduling
o Cost estimating
o Contracting and procurement
o Establishment of program document management procedures and systems
- Project Management
- Construction Management and oversight (including construction administration and inspection services)

Location (if applicable):

WBE/MBE/DBE goals that were applied, if applicable (construction, design, Airport concession contracts):
35%

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?
Competitive process

For New contracts
Term of initial contract: 1/15/2021 - 1/14/2024

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: $2,500,000.00

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.)