



Legislation Text

File #: 23-1103, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 8-21-2023

**Requesting Agency: Parks & Recreation
Division:**

Subject Matter Expert Name: Craig Coronato
Email Address: craig.coronato@denvergov.org
[<mailto:craig.coronato@denvergov.org>](mailto:craig.coronato@denvergov.org)
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 Contract between the City and County of Denver and Bishop and Layton Design, Inc. to provide planning, design, and project implementation oversight services for Denver Parks and Recreation projects, citywide.

Approves a Small Business Enterprise (SBE) on-call contract with Bishop & Layton Design, Inc. for \$750,000 and three years to provide planning, design, and project implementation oversight services for Denver Parks and Recreation projects, citywide (PARKS-202369135). The last regularly scheduled Council meeting within the 30-day review period is on 9-25-2023. The Committee approved filing this item at its meeting on 8-22-2023.

Affected Council District(s) or citywide?
Citywide

Contract Control Number:
PARKS-202369135

Vendor/Contractor Name (including any "DBA"):
Bishop & Layton Design, Inc.

Type and Scope of services to be performed:

Types of work may include:

- System-wide planning and park-specific master planning efforts (individual park master plans, system-wide assessment reports, asset specific planning, public engagement and outreach);
- Design of new, or renovation of existing, parks and assets (fields, courts, playgrounds, picnic facilities, walkways, etc.);
- Improvements and upgrades to system-wide assets (regional trail and greenway systems, bridges, medians);
- Mountain Parks and Natural Areas improvements (trails and trailheads, roadways/parking, historic structures, etc.); and
- Deferred maintenance and other repairs to parks and recreation facilities (recreation centers, maintenance and operations facilities, renovation and rehabilitation of historic buildings, fountains, and monuments).

Location (if applicable):

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

SBE

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

30%

JVA Inc., Hydrosystems KDI, Smith Environmental, Alan Ford Architects, Flatirons Survey, Kumar + Associates, Envision Mechanical Engineering, Ackerman Engineering, OceanGirl Design, SurvWest

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

NEW

Was this contractor selected by competitive process or sole source?

Competitive process

For New contracts

Term of initial contract:

Effective date + three years

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:

\$750,000

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.)