



Legislation Text

File #: 23-1102, Version: 1

**Contract Request Template (Contracts; IGAs; Leases)**

**Date Submitted: 8-21-2023**

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

**Subject Matter Expert Name: Craig Coronato**  
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**<<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 Flow Design Collaborative, 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 Flow Design Collaborative for \$750,000 and three years to provide planning, design, and project implementation oversight services for Denver Parks and Recreation projects, citywide (PARKS-202369133). 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-202369136**

**Vendor/Contractor Name (including any "DBA"):**  
**Flow Design Collaborative**

**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%

Loewen Engineering., Two Forks Collective, San Engineering, AloTerra Restoration, enLighten Engineering, Jensen Hughes, Vanir Construction Management, Martinez Associates, studiotrope Design collective, Fehr & Peers, Topographic

**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.)**