



Legislation Details (With Text)

File #: 19-0691 **Version:** 1

Type: Resolution **Status:** Adopted

File created: 7/5/2019 **In control:** Finance & Governance Committee

On agenda: 7/29/2019 **Final action:** 7/29/2019

Title: A resolution approving a Third Amendatory Agreement between the City and County of Denver and Roland Process Service & Investigations, LLC for a new end date of November 30, 2020. Amends a contract with Roland Process Service & Investigations, LLC by adding \$460,000 for a new total of \$1,170,000 and adding one year for a new end date of 11-30-20 to provide writs, warrants, subpoenas and other process services for legal matters as needed (ATTNY-201525605). The last regularly scheduled Council meeting within the 30-day review period is on 8-19-19. The Committee approved filing this item at its meeting on 7-16-19.

Sponsors:

Indexes: Jonathan Griffin

Code sections:

Attachments: 1. RR19 0691 CAO Roland, 2. RR19 0691 CAO Roland Executive Summary, 3. 19-0691_Filed Resolution_Roland Process Service_201525605-03.pdf, 4. 19-0691_Contract_Roland Process Service_201525605-03.pdf, 5. 19-0691 Filed Resolution_Roland Process Service_201525605-03.pdf, 6. 19-0691 - signed.pdf

Date	Ver.	Action By	Action	Result
7/30/2019	1	Council President	signed	
7/29/2019	1	City Council	adopted	Pass
7/16/2019	1	Finance & Governance Committee	approved by consent	

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 7-05-19

Requesting Agency: City Attorney's Office
Division:

Subject Matter Expert Name: Rob Nespor & Lauren Schmidt
Email Address: Robert.nespor@denvergov.org & lauren.schmidt@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 Third Amendatory Agreement between the City and County of Denver and Roland Process Service &

Investigations, LLC for a new end date of November 30, 2020.

Amends a contract with Roland Process Service & Investigations, LLC by adding \$460,000 for a new total of \$1,170,000 and adding one year for a new end date of 11-30-20 to provide writs, warrants, subpoenas and other process services for legal matters as needed (ATTNY-201525605). The last regularly scheduled Council meeting within the 30-day review period is on 8-19-19. The Committee approved filing this item at its meeting on 7-16-19.

Affected Council District(s) or citywide? Citywide

Contract Control Number: ATTNY-201525605

Vendor/Contractor Name (including any "DBA"): Roland Process Service & Investigations, LLC

Type and Scope of services to be performed:

Services provided by Roland Process Service & Investigations, LLC (ATTNY-201525605) are currently shared amongst multiple city agencies - City's Attorney's Office, Denver Police Department, Denver Human Services.

Roland Process Service & Investigations is currently providing CCD agencies with the service of process. Process is the general term for the legal document by which a lawsuit is started and the court asserts its jurisdiction over the parties.

Service of Process is the procedure by which a party to a lawsuit gives an appropriate notice of initial legal action to another party (such as a defendant), court, or administrative body in an effort to exercise jurisdiction over that person so as to enable that person to respond to the proceeding before the court.

*See attached executive summary

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?

Competitive process

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?

4 years

What is the length of the extension/renewal?

1 year

What is the revised total term of the contract?

5 years

If cost changing

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

\$710,000

What is the value of the proposed change?

\$460,000

What is the new/revised total value including change?

\$1,170,000

If terms changing

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