



Legislation Text

File #: 20-002, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 12-20-19

Requesting Agency: Human Services
Division:

Subject Matter Expert Name:

Name: Rachel Flank Goldberg
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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 Fourth Amendatory Agreement between the City and County of Denver and Pro Tier Leadership LLC to extend the term and increase compensation to provide leadership development opportunities for multi-level managers and leaders.

Amends a contract with Pro Tier Leadership LLC by adding \$133,500 for a new total of \$576,700 and one year for a new end date of 12-31-20 to provide leadership development opportunities for multi-level managers and leaders in Denver Human Services, including training, consulting and coaching (SOCSV-2017-32824-04; SOCSV-201952553-04). The last regularly scheduled Council meeting within the 30-day review period is on 2-3-20. The Committee approved filing this item at its meeting on 1-1-20.

Affected Council District(s) or citywide?

Contract Control Number: SOCSV-2017-32824-04, Jaggaer SOCSV-201952553-04

Vendor/Contractor Name (including any "DBA"): Pro Tier Leadership LLC

Type and Scope of services to be performed:

- A. Provide a leadership program that supports enhanced engagement of employees in the agency and growing internal leaders, which will provide a structure for opportunities and accountability for self and others.
- B. For existing leadership, the program will include two sessions. The first will consist of nine (9) leadership workshops targeted for the early part of the year focusing on the Learn, Do, Share Model. The second will consist of nine (9) workshops targeted for the latter part of the year and will focus on strategic goals, targets of opportunities/needs, and the sharing of project plans to improve leadership capabilities.
- C. For new supervisor/informal leaders, the program will provide one (1) leadership workshop per month (12 workshops) for all new supervisors and/or existing supervisors who need refresher training as deemed necessary by their department managers. The program will be consistent with the past three years of content built on the foundation of "Values, Leadership, and Teamwork".
- D. For ongoing work around City values, a Values and Principles Teamwork Session will be made available for leaders needing additional leadership support with their individual teams. We estimate five (5) per month or a total of sixty per year. The sessions are approximately two hours in length.
- E. As needed, 90-day coaching assignments may be provided (approved by Division Director) for Directors, Managers, and Supervisors to include Job Observation, Strategic Planning, and Coaching. We estimate two (2) per quarter for a total of eight (8) per year.
- F. Dashboard assessments and consultations will be made available using the Four Dynamics of Leadership Survey Program that includes the survey to team members, the analysis of findings, and a strategic plan to improve leadership skills.

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?

3 years

What is the length of the extension/renewal?

1 year

What is the revised total term of the contract?

4 years

If cost changing

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

\$443,200

What is the value of the proposed change?

\$133,500

What is the new/revised total value including change?

\$576,700

If terms changing

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