File #: 23-1414, **Version:** 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 10-09-2023

Requesting Agency: Transportation & Infrastructure
Division:

Subject Matter Expert Name: Kristen Moore
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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 Amendatory Agreement between the City and County of Denver and Toole Design Group, LLC to continue providing multimodal design, and multimodal and transportation planning professional services, citywide.

Amends an on-call contract with Toole Design Group, LLC by adding $2,000,000 for a new total of $6,000,000 and two years for a new ending date of 1-14-2026 to continue providing multimodal design, and multimodal and transportation planning professional services, citywide (DOTI-202369375-01/DOTI-202056627). The last regularly scheduled Council meeting within the 30-day review period is on 11-13-2023. The Committee approved filing this item at its meeting on 10-10-2023.

Affected Council District(s) or citywide?
Citywide

Contract Control Number:
DOTI-202369375-01/DOTI-202056627

Vendor/Contractor Name (including any "DBA"):
Toole Design Group, LLC

Type and Scope of services to be performed:

4 **Multimodal Design (25% MWBE)**: Work in this category is related to the design of multimodal facilities, in support of our pedestrian, bike, and transit programs. These projects will include small, intersection level projects up through large, complex, corridor projects. Tasks and deliverables to support multimodal design are included.

- Bicycle facility and associated infrastructure design
- Pedestrian infrastructure design including crossing improvements
- Transit and associated infrastructure design
- Design for ADA compliance
- Plan, specification and cost estimate preparation
- Construction support

5 **Multimodal and Transportation Planning (30% MWBE)**: Work in this category is related to planning for multimodal projects and general transportation efforts. Work will include large-scale, citywide planning efforts, network plans, corridor plans, location assessments and recommended improvements, systematic application plans, program implementation plans that include fiscal analysis, and next steps studies. Work will support pedestrian, bike, transit, freight, curbside management, parking, vision zero, congestion mitigation, corridor operations, smart cities, transportation demand management, safe routes to school, grant applications, adaptive streets, and strategic mobility efforts.

- Multimodal planning
    - Existing conditions research
    - Project assessments, conceptual design, and project scope definition
    - Alternatives analysis
    - Public involvement management
    - Program evaluation and prioritization
    - Development of assessment and analytic tools
    - GIS analyzation
    - Pedestrian/Bike/Transit/Parking/Vehicle counts
    - Modeling/Traffic analysis
    - Data collection and evaluation
    - Determine vision/goals/measures
    - Development of measures/metrics and reports
- Programming and Fiscal
    - Grant application support
    - Funding analysis
    - Project budget development
    - Work phase scheduling
    - Risk analysis
    - 1, 5, and 10-year implementation plans
    - Guidelines and process development
- Policy, Process, and Guideline Development
    - Policy review and develop guidance and education briefs
    - Develop process procedures, guidelines and tools/implementation kits for work activities
    - Help strategically develop programs
    - Conceptual Design
    - Planning and engineering support to conduct project assessments (10% design)
    - Engineering support to conduct on-site assessments to determine infrastructure improvements
    - Engineering support to complete work orders
    - Engineering support to conduct road safety/school safety assessments

Location (if applicable):

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

WMBE

Are WBE/MBE/DBE goals met (if applicable)?
25% Category 4: Apex Design, Dig Studio, Stantec, Eugene Lynne, Goodbee & Associates, Pinyon Environmental, Martinez
30% Category 5: Apex Design, UrbanTrans North America, P.U.M.A., Navjoy Consulting Services

Is the contract new/a renewal/extension or amendment?
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)?
Cost & length of term

If length changing
What was the length of the term of the original contract?
1/15/2020-1/14/2024

What is the length of the extension/renewal?
24 months

What is the revised total term of the contract?
1/15/2020-1/14/2026

If cost changing
What was the original value of the entire contract prior to this proposed change?
$4,000,000

What is the value of the proposed change?
$2,000,000

What is the new/revised total value including change?
$6,000,000

If terms changing

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