

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at MileHighOrdinance@DenverGov.org by **9 a.m. Friday**. Contact the Mayor's Legislative team with questions

Date of Request: 10/27/2023

Please mark one: ☐ Bill Request or ☒ Resolution Request

1. Type of Request:

- ☒ Contract/Grant Agreement ☐ Intergovernmental Agreement (IGA) ☐ Rezoning/Text Amendment
☐ Dedication/Vacation ☐ Appropriation/Supplemental ☐ DRMC Change
☐ Other:

2. Title: (Start with *approves*, *amends*, *dedicates*, etc., include name of company or contractor and indicate the type of request: grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.)

Amends on-call contract with Bear Creek Landscape and Tree Service to extend the current term by five months with an end date of 5/31/2024. There will be no change in the contract amount.

3. Requesting Agency: Parks and Recreation

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)	Contact person for council members or mayor-council
Name: Brian Edgar	Name: Jesús Orrantia
Email: brian.edgar@denvergov.org	Email: jesus.orrantia@denvergov.org

5. General description or background of proposed request. Attach executive summary if more space needed:

Parks & Recreation entered into contractual agreements with three vendors for on-call tree maintenance services for the Office of the City Forester (OCF). The agreements are set to end on December 31, 2023 and the OCF wishes to extend the agreements for five additional months. Parks & Recreation is in the process of re-bidding these services to award new agreements but needs additional time to complete the bidding process; furthermore, the OCF has an immediate need for continuous tree maintenance services over the winter. Consequently, we need to extend these three agreements to ensure continuous services until new on-call tree maintenance agreements are executed.

6. City Attorney assigned to this request (if applicable): Jason Moore

7. City Council District: Citywide

8. ****For all contracts, fill out and submit accompanying Key Contract Terms worksheet****

Key Contract Terms

Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property):

On - Call

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

Vendor/Contractor Name (including any dba's): Bear Creek Landscape and Tree Service

Contract control number (legacy and new): 202157702 / 202370958

Location: Citywide

Is this a new contract? ☐ Yes ☒ No **Is this an Amendment?** ☒ Yes ☐ No **If yes, how many?** 1

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):

01/01/2021 – 12/31/2023, proposed amended 01/01/2021 – 05/31/2024

Contract Amount (indicate existing amount, amended amount and new contract total): No change to contract amount.

<i>Current Contract Amount</i>	<i>Additional Funds</i>	<i>Total Contract Amount</i>
<i>(A)</i>	<i>(B)</i>	<i>(A+B)</i>
\$1,500,000	\$0	\$1,500,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
01/01/2021 – 12/31/2023	5 months	05/31/2024

Scope of work:

Bear Creek Landscape and Tree Service shall provide on-call services related to tree maintenance throughout the City, including locations on public rights-of-way and on private property. Emergency services are also included. Services include tree pruning, tree removal, stump removal, and/or debris removal on public property, public rights-of-way, including such work as necessary to resolve a violation of the Denver Revised Municipal Code.

Was this contractor selected by competitive process? Yes

If not, why not?

Has this contractor provided these services to the City before? ☒ Yes ☐ No

Source of funds: Cost center: 7021340

Fund: 01010

Is this contract subject to: ☒ W/MBE ☐ DBE ☐ SBE ☐ XO101 ☐ ACDBE ☐ N/A

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): 0%

Who are the subcontractors to this contract?

N/A

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