

# ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **3:00pm on Monday**. Contact the Mayor's Legislative team with questions

Date of Request: November 23, 2020

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.)

Approves a contract with CTM Inc. for \$3,500,000 for on-call landscape maintenance and snow removal services for Citywide facilities throughout the City and County of Denver, excluding Denver International Airport.

## 3. Requesting Agency: General Services

## 4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Nicol Suddreth	Name: Kristina Ulrich
Email: <a href="mailto:Nicol.Suddreth@denvergov.org">Nicol.Suddreth@denvergov.org</a>	Email: <a href="mailto:Kristina.Ulrich@denvergov.org">Kristina.Ulrich@denvergov.org</a>

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

Resolution to approve a contract for landscape maintenance and snow removal services at multiple City facilities, excluding Denver International Airport. The Scope of work includes mowing, mulching, weed control, and the clearing of snow and ice from sidewalks and parking lots.

## 6. City Attorney assigned to this request (if applicable): Steve Hahn

## 7. City Council District: Citywide

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

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: RR20 1418

Date Entered: \_\_\_\_\_

## Key Contract Terms

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

**Vendor/Contractor Name:** CTM Inc.

**Contract control number:** GENRL-202055965-00

**Location:** Citywide

**Is this a new contract?**  Yes  No **Is this an Amendment?**  Yes  No **If yes, how many?** \_\_\_\_\_

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

January 1, 2021 – September 30, 2023

**Contract Amount (indicate existing amount, amended amount and new contract total):**

\$3,500,000.00

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$3,500,000.00		\$3,500,000.00

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
01/01/2021		09/30/2023

**Scope of work:**

The scope of work for on-call landscape maintenance services include but is not limited to mowing, mulching, and weed control services. Snow removal services include but is not limited to clearing snow and ice from sidewalks and parking lots. This agreement is used Citywide, excluding Denver International Airport.

There are various sites that receive landscaping maintenance services, below is a grid of those sites:

- Denver Animal Shelter
- Roslyn Complex
- Fire Headquarters
- Denver Human Services Buildings; Castro Campus, Eastside, Arie P. Taylor and DHS on the Platte
- Rose Andom
- Elbra M. Wedgeworth Municipal Bldg.
- 911 Communications Center
- Lindsey-Flanigan Courthouse & Van Cise Detention Center
- Denver Police Department Districts #1- #4 and #6
- 911 Training Communications Center
- Denver Crime Lab
- Denver Police Department Traffic Operations
- Denver Police Academy
- Vehicle Impound Facility
- National Western Center
- Tremont Triangle
- Pedestrian Bridge
- 12th/13th & Mariposa

Snow removal sites consist of the all building listed above excluding 12th/13th & Mariposa and Tremont Triangle. Snow removal sites also includes:

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Date Entered: \_\_\_\_\_

- Metro SWAT
- Parks & Recreation (South End) 3375 Park Ave West
- Men's Shelter
- The Commons
- Webb Building (not serviced in 2020-2021; may be added for 2021-2022 season)
- City & County Building (not serviced in 2020-2021; may be added for 2021-2022 season)
- Elections Building (not serviced in 2020-2021; may be added for 2021-2022 season)
- Minoru Yasui Building (not serviced in 2020-2021; may be added for 2021-2022 season)

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: **General Funds**

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

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): **80%**

Who are the subcontractors to this contract? **None**

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