



Legislation Text

File #: 23-0333, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 3/20/23

**Requesting Agency: Parks & Rec
Division:**

**Subject Matter Expert Name: Jesus Orrantia
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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 Contract Services Agreement between the City and County of Denver and CTM Inc. to continue on-call tree planting and watering services on city property, citywide.

Amends a contract with CTM, Inc. to add 1 year for a new end date of 7-1-2024 to continue on-call tree planting and watering services on city property, citywide. No change to contract amount (202158458/202366370). The last regularly scheduled Council meeting within the 30-day review period is on 5-1-2023. The Committee approved filing this item at its meeting on 3-28-2023.

Affected Council District(s) or citywide? Citywide

Contract Control Number: 202158458/202366370

Vendor/Contractor Name (including any "DBA"): CTM, Inc.

Type and Scope of services to be performed:

This contract is for tree planting and watering on city owned property. Tree Planting will include: Planting holes shall be round, two to three times wider than the root ball, with sloped sides and flat bottoms. Rotating augers cannot be used to excavate holes, yet stump grinders and front-end loaders can be used. **HAND DIGGING IS THE PREFERRED METHOD.** The bottom and sides of all planting pits will be scarified. Excavation shall not be undertaken when the ground is frozen, unless approved by the Forestry Representative.

Watering will include:

All trees shall be thoroughly watered, consistently soaking at least (12") twelve inches in depth, throughout dripline. With that said, all trees shall receive a minimum of 25 gallons of water per caliper, or diameter, inch at each watering.

Location (if applicable): City property

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

Are WBE/MBE/DBE goals met (if applicable)? Yes - 90%

Is the contract new/a renewal/extension or amendment? Amendment

Was this contractor selected by competitive process or sole source? Competitive

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)? Added duration

If length changing

What was the length of the term of the original contract?

What is the length of the extension/renewal?

What is the revised total term of the contract?

<i>Current Contract Amount (A)</i>	<i>Additional Funds (B)</i>	<i>Total Contract Amount (A+B)</i>
\$2,000,000	N/A	\$2,000,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
7/1/2021-7/1/2023	1 Year	7/1/2024

If cost changing

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

What is the value of the proposed change?

What is the new/revised total value including change?

If terms changing

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