



Legislation Text

File #: 19-0126, Version: 1

**Contract Request Template (Contracts; IGAs; Leases)**

**Date Submitted:** 2-12-19

**Requesting Agency:** Parks and Recreation  
**Division:**

**Subject Matter Expert Name:**

Name: Laura Morales
Email: Laura.Morales@denvergov.org

**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 Swingle Lawn Tree Landscape Care for on-call tree maintenance services.**

Amends an on-call contract with Swingle Inc. by adding one year for a new end date of 6-1-20 for tree maintenance, including tree management and pruning, tree removal, stump removal and other services on public and private property, citywide (201735118). The last regularly scheduled Council meeting within the 30-day review period is on 4-8-19. The Committee approved filing this item at its meeting on 2-19-19.

**Affected Council District(s) or citywide?** citywide

**Contract Control Number:** 201735118

**Vendor/Contractor Name (including any "DBA"):** Swingle Inc.

**Type and Scope of services to be performed:**

Swingle provides services related to tree maintenance throughout the City, including locations on private property. Services include:

- tree management and pruning (deadwood, hazardous limbs, for clearance of streets, traffic, vision, etc.)
- tree removal
- stump removal

Amendment does not change scope.

**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?** Non-competitive: An RFP for services was advertised on 2/23/2017; the responses were minimal with only one successful proposer. Due to the successful proposer being unable to maintain and complete the entire work load a justification letter was approved to contract with Swingle.

**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?**

One year

**What is the length of the extension/renewal?**

One year

**What is the revised total term of the contract?**

Two years

***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.)**

Exhibit B (rate sheet) will be updated due to an increase in the prevailing wage rate that affects Swingle's operations. The additional year will allow for use of the tree contract to be used city wide to assist other internal city agencies with specialty case tree issues. Additionally, there may be large and/or special projects, along with the neighborhood sidewalk repair program, that may need to address tree issues.