



Legislation Text

File #: 19-0049, Version: 1

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

**Date Submitted:** 1-15-19

**Requesting Agency:** Parks & 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 Contract Services Agreement between the City and County of Denver and CTM Inc. for on-call tree planting, tree delivery and storage, and tree watering services.**

Approves a contract with CTM Inc. for \$900,000 and for two years for on-call tree planting, tree delivery and storage, and tree watering services throughout public right of way and public property areas, citywide (201946982). The last regularly scheduled Council meeting within the 30-day review period is on 2-25-19. The Committee approved filing this item at its meeting on 1-22-19.

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

**Contract Control Number:** 201946982

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

**Type and Scope of services to be performed:** On-call tree planting and watering services throughout public right-of-way and public property areas. The invasive emerald ash borer has been detected in a nearby county and has the potential to kill as many as 330,000 trees in Denver. In an effort to preserve the environmental service provided to the community by the at-risk ash, the City is actively planting new trees. Trees will be planted in various locations across

the City through several different programs. This contract will be used to install up to 4,000 trees through those programs, as well as to provide establishment watering.

**Location (if applicable):**

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

3% M/WBE

**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?**

Competitive

**For New contracts**

**Term of initial contract:** Two years

**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:** \$900,000

**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?**

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

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

***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.)**