



Legislation Text

File #: 19-1160, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 10-21-19

Requesting Agency: General Services
Division:

Subject Matter Expert Name:

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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 Purchase Order between the City and County of Denver and Environmental Tree and Design, Inc. for the procurement of 295 trees for the 16th Street Mall Design-Build Project.

Approves a purchase order with Environmental Tree and Design, Inc. for \$1,990,463 and for five years for the procurement of 295 trees for the 16th Street Mall design-build project in Council District 9 (PO-00076190). The last regularly scheduled Council meeting within the 30-day review period is on 12-2-19. The Committee approved filing this item at its meeting on 10-29-19.

Affected Council District(s) or citywide? Council District 9

Contract Control Number: PO-00076190

Vendor/Contractor Name (including any "DBA"): Environmental Tree and Design, Inc.

Type and Scope of services to be performed:

The City will award a Purchase Order (PO-00076190) to Environmental Tree and Design, Inc. to source, procure, consolidate, contract grow at multiple locations, and maintain a specific list of

trees as part of the larger 16th Street Mall Design-Build Project until such time as the trees are required for installation on the 16th Street Mall or elsewhere in the Downtown area.

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?

Competitive process

For New contracts

Term of initial contract: 5 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: \$1,990,463

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.)