

# Staff Summary Report



Council Meeting Date: 06/11/2009

Agenda Item Number: \_\_\_\_\_

**SUBJECT:** Request approval of a six-month renewal of a contract with Urban Forest Tree Care, Inc. for landscape maintenance services.

**DOCUMENT NAME:** 20090611fslg03 **PURCHASES (1004-01)**

**COMMENTS:** (T09-002-01) Total amount not to exceed \$54,000.

**PREPARED BY:** Lisa Goodman, CPPB, Procurement Officer, 480-350-8533

**REVIEWED BY:** Michael Greene, CPM, Central Services Administrator, 480-350-8516  
Glenn Kephart, Public Works Manager, 480-350-8205

**LEGAL REVIEW BY:** David Park, Assistant City Attorney, 480-350-8907

**DEPARTMENT REVIEW BY:** Jerry Hart, CPA, Financial Services Manager, 480-350-8505

**FISCAL NOTE:** Sufficient funds have been appropriated in 3917-6671 for the anticipated expenditures in the current fiscal year.

**RECOMMENDATION:** Approve the renewal of the contract.

**ADDITIONAL INFO:** Background Information

This contract provides landscape maintenance services for Transit areas, which include all Tempe multi-use paths. Staff is requesting that this contract be renewed for only six months. Extension of this contract will enable staff to provide uninterrupted landscape maintenance while staff works to rewrite a more detailed and refined scope of work that better addresses the varying pathway inventory, including the 8 miles of new path being added in 2009.

### Contractor Performance

Urban Forest Tree Care, Inc. has delivered satisfactory service over the past year, warranting this six-month renewal option. There is no cost increase associated with this renewal.