



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2015-0356

TO: Mayor and City Council Members

FROM: Mike Hartner, Director Parks and Forestry
Gerry Lee, Department of Parks and Forestry

DATE: September 14, 2015

SUBJECT: Tree Maintenance

REQUEST:

City Council is requested to authorize a blanket purchase order to JH Hart Urban Forestry, Sterling Heights, Michigan for tree maintenance services in the amount not-to-exceed \$300,000.00 through October 31, 2018.

REASON FOR PURCHASE:

Request for Proposals for tree maintenance and stump grinding services were solicited utilizing the MITN system and three proposal responses were received. In evaluation of the proposal responses it was determined that it is in the best interest of the City that award of the contract be split between tree maintenance and stump grinding services. It is recommended that award for tree maintenance services be awarded to JH Hart Urban Forestry. JH Hart Urban Forestry was selected as providing the best value to the City based on qualifications and experience, capacity, and lowest cost proposal for tree maintenance services. The City has utilized JH Hart Urban Forestry over the past several years and has been satisfied with the quality of services, and responsiveness of JH Hart Urban Forestry to the Forestry Divisions requests.

The services include the removal of trees, tree pruning, storm damage response and related arboricultural services in and along the public street right-of-ways and other public properties of the City on an as-needed basis.

PROCESS:

Vendor Name and Address:

JH Hart Urban Forestry
6600 Product Drive
Sterling Heights, Michigan 48312

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funding is included in the FY 2015 Adopted Budget and FY 2016-17 Projected Budgets.

Fund Name	Department Account No	Account No. Description	3-Year Budget Amount	3-Year Cost	3-Year Remaining Budget
General Fund	774.807000	Contractual Services / Forestry Division	\$31,140	\$31,140	\$0
Major Road	462.807000	Contractual Services / MR Preservation	\$39,630	\$39,630	\$0
Local Street	464.807000	Contractual Services / LS Preservation	\$209,430	\$209,430	\$0
Pathway	214.807000	Contractual Services / PW Maintenance	\$19,800	\$19,800	\$0
		GRAND TOTAL	\$300,000	\$300,000	\$0

RECOMMENDATION:

It is recommended that the Rochester Hills City Council authorize a blanket purchase order to JH Hart Urban Forestry, Sterling Heights, Michigan for tree maintenance services in the amount not-to-exceed \$300,000.00 through October 31, 2018

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
Deputy Clerk		