



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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Legislative File No: 2017-0325

TO: Mayor and City Council Members
FROM: Ken Elwert, Director Parks and Forestry
DATE: July 31, 2017
SUBJECT: Plants & Planting Services for Innovation Hills

REQUEST:

City Council is requested to authorize a blanket purchase order/contract for plants and planting services for Innovation Hills to Titan Commercial, Inc., Southfield, Michigan in the amount not-to-exceed \$58,071.28 through August 31, 2018.

REASON FOR PURCHASE:

Invitations to Bid were solicited utilizing the MITN system and distributed to an additional nineteen area nursery and garden centers. Two responses were received with Titan Commercial, Inc. submitting the low bid. A third bid was submitted, however, the bid did not include planting services.

In 2017, the City received a \$40,000 Scots Gro1000 Grant through the U.S Council of Mayors for the purpose of developing two gardens at Innovation Hills: a Learning Garden in cooperation with the Rochester Hills School District and a Professionally Designed Sensory Garden.

This purchase will provide different species of trees, shrubs and vegetation professionally planted in-line with the grant and the design submitted by Nunez Design. The project will be phased to increase viability of the vegetation. Trees and shrubs will be planted late August or early September to enhance viability. The remaining plants have less vibrant root systems than the trees and shrubs and are susceptible to root shock therefore planting will occur in the spring of 2018.

Award is recommended to Titan Commercial, Inc. as the low responsive responsible bidder.

PROCESS:

Vendor Name and Address:

Titan Commercial, Inc.
30555 Southfield Road, Suite 170
Southfield, MI 48076

Reason for Selection:

Lowest responsive responsible bid

Method of Purchase:

Contract/Blanket Purchase Order

BUDGET:

Funding is included in the FY 2017 Adopted Budget and the FY 2018 Projected Budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.974000	Land Improvements	\$1,972,000	\$58,071.28	\$1,913,928.72

RECOMMENDATION:

It is recommended that City Council authorize a blanket purchase order/contract to Titan Commercial, Inc., Southfield, MI in the amount not-to-exceed \$58,071.28 and further authorizes the Mayor to execute a contract on behalf of the City.

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