



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: 2020-0236 Version 2

TO: Mayor and City Council Members

FROM: Ken Elwert, CPRE, Director Parks and Natural Resources
Matt Einheuser, Natural Resources Manager

DATE: February 28, 2022

SUBJECT: Increase of Funds for Arbor Day Foundation Tree Canopy Program

REQUEST:

City Council is requested to authorize an increase in the amount of \$5,000.00 for a new not-to-exceed project budget amount of \$50,000.00 for the three-year term to expire December 31, 2022. The resident's response to this program has been well received and requires an increase to the project in order to meet the requests for the upcoming year. This request is necessary for the City to be able to provide both a spring and fall program. This program will be funded and is currently budgeted out of the City's Tree Fund.

REASON FOR PURCHASE:

The Arbor Day Foundation Community Canopy Program is a program offered to cities, states, and nonprofit organizations, offering a turnkey approach to providing trees in their community on private property. This program will increase our community canopy in areas we have not previously been able to utilize. The program also guides residents in selecting the right tree for the right location via online tools.

The program has been performing well, and it is requested that additional funds for the project be approved in order to increase the blanket purchase order and allow the department to continue the project and meet the needs of the incoming requests for participation in this program.

PROCESS:

Vendor Name and Address:

The Arbor Day Foundation
211 N. 12th Street
Lincoln, NE 68508

Reason for Selection:

Best Interest of City

Method of Purchase:

Purchase Order

BUDGET:

Funding is included in the FY 2022 Adopted Budget.

Fund Name	Department Account No	Account No. Description	3-Year Budget Amount	3-Year Cost	Remaining Budget
Tree Fund	232.807000	Contractual Services	\$50,000	\$50,000	\$0

RECOMMENDATION:

It is recommended that City Council authorize an increase in the amount of \$5,000.00 for a new not-to-exceed project budget amount of \$50,000.00 for the three-year term to expire December 31, 2022. The resident's response to this program has been well received and requires an increase to the project in order to meet the requests for the upcoming year. This program will be funded and is currently budgeted out of the City's Tree Fund.

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

Contract Reviewed by City Attorney Yes N/A