



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

TO: Mayor and City Council Members

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

DATE: July 13, 2020

SUBJECT: Arbor Day Foundation Tree Canopy Program

REQUEST:

City Council is requested to authorize the approval of the City's participation in the Arbor Day Foundation Community Canopy Program for up to three (3) one year terms in the yearly project budget amount of up to \$15,000.00 (or a total of \$45,000.00 over the three years) and further authorizes the Mayor to execute agreements on behalf of the City for participation in this program. This program will be funded and is currently budgeted out of the City's Tree Fund.

It is also requested that City Council provide a waiver under Section 2-275(b), of the informal competition requirement for purchases between \$2,000.00 and \$25,000.00, under Section 2-281, which allows City Council the authority to waive any regulation or procedure pertaining to purchasing, deeming it to be in the best interest of the City.

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 City is requesting a waiver from the informal competition requirement that is in the Purchasing Ordinance. This waiver is required because 1) the City is able to seek competition for the purchase of trees, and could utilize its own Street Tree Planting contract for this program and 2) there are no other comparable turnkey programs for this function. However, the administration of the program is not something the City has staffing or the resources to perform. In addition this turnkey program also removes the City of liability in the maintenance and planting of trees on private property.

The turnkey program that Arbor Day Foundation provides is of benefit to the City based on all the resources that are able to provide, as well as complete administration of the program. This includes a mapping service for residents to use to choose where to plant tree based on utilities and energy savings, mailing of the trees from Arbor Day Foundation with tree planting and care instructions, as well as comprehensive reporting at the end of the year. The City of Rochester Hills would be the first community in Michigan to participate in this program. The Arbor Day Foundation has shown that for every \$1 dollar invested in this program, a community can see a \$15 dollars return through the environmental benefits provided by the trees.

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 2020 Adopted Budget and FY 2021 and FY 2022 Projected Budgets

Fund Name	Department Account No	Account No. Description	3-Year Budget Amount	3-Year Cost	Remaining Budget
Tree Fund	232.807000	Contractual Services	\$45,000	\$45,000	\$0

RECOMMENDATION:

It is recommended that City Council authorize the approval of the City's participation in the Arbor Day Foundation Community Canopy Program for three (3) one year terms in the yearly project budget amount of \$15,000.00 from the City Tree Fund and further authorizes the Mayor to execute agreements on behalf of the City for participation in this program.

It is also recommended that City Council provide a waiver under Section 2-275(b), of the informal competition requirement for purchases between \$2,000.00 and \$25,000.00, under Section 2-281, which allows City Council the authority to waive any regulation or procedure pertaining to purchasing, deeming it to be in the best interest of the City.

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