



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
248.656.4630  
[www.rochesterhills.org](http://www.rochesterhills.org)

---

Legislative File No: 2024-0054

**TO:** Mayor and City Council Members  
**FROM:** Mike Viazanko, Director of Building/Ordinance/Facilities  
**DATE:** February 12, 2024  
**SUBJECT:** 2024 Plant Health & Lawn Care Services

---

**REQUEST:**

City Council is requested to authorize the issuance of a contract / blanket purchase order to Owen Tree Service, Inc. of Attica, Michigan for 2024 Plant Health & Lawn Care for City-owned sites in the amount not-to-exceed Sixty-Two Thousand (\$62,000) Dollars through December 31, 2024.

**REASON FOR PURCHASE:**

City owned properties and boulevards are a highly visible component of the suburban landscape. It is important for the City to maintain the quality of its outdoor environment and natural features for the benefit of its citizens and to further enhance property values. The general appearance of these properties requires a level of maintenance for the proper care of the lawns, trees and shrubs in order to preserve the citizens' investment in these properties.

The City of Rochester Hills Purchasing Division solicited competitively sealed proposals in 2022 Plant Health & Lawn Care Services and received proposals utilizing the MITN system that were evaluated by a committee comprising of Facilities and Building staff. Owen Tree Service, Inc. of Attica, Michigan Inc. was selected as providing the best value proposed for fertilization, shrub & tree care and plant health. There is a renewal available for the 2024 season.

Owen Tree Service has performed the noted services in the past in a professional and satisfactory manner.

**PROCESS:**

**Vendor Name and Address:**

Owen Tree Service, Inc.  
225 N. Lake George Road  
Attica, MI 48412

**Reason for Selection:**

Best Value

**Method of Purchase:**

Blanket Purchase Order/Contract

**BUDGET:**

Funding is included in the FY 2024 Adopted Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.807000	Contractual Services	\$62,000	\$62,000	\$0

**RECOMMENDATION:**

It is recommended that City Council authorize blanket purchase order/contract for plant health & lawn care services to Owen Tree Service, Inc. of Attica, Michigan in the amount not-to-exceed \$62,000 through December 31, 2024 and further authorize the Mayor to execute the contracts on behalf of the City.

---

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney       Yes       N/A