



**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: 2009-0054

TO: Mayor and City Council Members

FROM: Mike Hartner, Parks and Forestry Department, 841-2552
Gerry Lee, Forestry

DATE: January 22, 2009

SUBJECT: 2009 Spring and Fall Street Tree Planting

REQUEST:

City Council is requested to authorize the issuance of a blanket purchase order to Michigan Lawn Maintenance, Inc. dba Sherman Nursery Farms of Columbus, Michigan for the 2009 Spring and Fall Street Tree Planting in the amount not to exceed \$54,000.

REASON FOR PURCHASE:

The Forestry Division contracts for the planting of trees along city roads, in parks, and at other city facilities. Most of the trees planted along streets are part of the "Subdivision Tree Planting Program". Under this program, developers of all new subdivisions are required to provide funds for street trees to be planted in front of each home. The Forestry Division oversees the planting operation as homes are completed and occupied. A second program, the "Cooperative Tree Planting Program," was initiated in 1999, when policy was established authorizing use of the City's Tree Fund to match 50% of the cost of each tree purchased. The City's Tree Fund receives revenues through payments placed by developers/builders since 1988 into the Tree Fund's revenue account in lieu of planting replacement trees. Monies are paid based upon the number of trees that are removed during construction.

Sealed proposals were solicited in 2006 using the MITN website with Michigan Lawn Maintenance, Inc. dba Sherman Nursery Farms being chosen as the best value for the City. The solicitation included an option to renew based on mutual agreement between the City and the awarded supplier. Sherman Nursery Farms has agreed to hold the majority of the 2006 prices. With the minor increases in a few species and additional trees added to the contract, Sherman Nursery Farms maintains the lowest pricing for the overall contract below other proposals. The City received good product and services from Sherman Nursery Farms in previous years.

PROCESS:

Vendor Name and Address:

Michigan Lawn Maintenance, Inc. dba
Sherman Nursery Farms
2200 Mayer Road
Columbus, MI 48063

Reason for Selection:

Best Value

Method of Purchase:
Blanket Purchase Order

BUDGET:

Monies for the purchase of these trees will come from private developer and residents' payments made into the Tree Fund's Escrow accounts (281000 and 283003) along with the payments made into the Tree Fund's revenue account (631000).

Subdivision Tree Planting Program (100% funded by developers):

Funds for this program come from developer fees as prescribed by the Subdivision Control Ordinance (paid by developers per lot). This applies to all subdivisions platted since 1979. Funds are held in an escrow account (232.281000) until about 50% of the homes in the sub have been issued Certificates of Occupancy.

Cooperative Tree Planting Program (100% funded by developers, builders, and residents):

Funds for this program come from two sources, the residents and the City's Tree Fund. The residents' matching (50%) contributions are held in an escrow account (283003) from the time payment is received until the tree is planted on the right of way. The City matches the resident's contributions from the Tree Fund Contractual Services account (807000) as established by the Tree Conservation Ordinance (or from the Subdivision Tree Escrow account in the case of replacement trees in subdivisions platted since 1979).

No Tree Fund monies come from taxes. The escrow accounts can only be used for tree planting purposes.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Tree Fund	232.281000	Subdivision Tree Escrow	NA	\$27,000	NA
Tree Fund	232.807000	Contractual Services	\$15,000	\$15,000	0
Tree Fund	232.283003	Coop Tree Escrow	NA	\$12,000	NA

RECOMMENDATION:

It is recommended that City Council authorize a Blanket Purchase Order for the 2009 Spring and Fall Street Tree Planting to Michigan Lawn Maintenance, Inc. dba Sherman Nursery Farms of Columbus, Michigan in the amount not to exceed \$54,000.