



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
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Legislative File No: 2021-0093

TO: Mayor and City Council Members
FROM: Scott Cope, Director of Building/Ordinance/Facilities
DATE: March 22, 2021
SUBJECT: 2021 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 2021 Plant Health & Lawn Care for City-owned sites in the amount not-to-exceed Forty Thousand Five Hundred (\$40,500) Dollars through December 31, 2021.

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 proposals utilizing the MITN system for plant health and lawn care services. Three proposal responses were received and evaluated by a committee consisting of staff from Facilities and Building departments. The proposal submitted by Owen Tree Service, Inc. of Attica, Michigan Inc. was selected as providing the best value proposed for fertilization, shrub & tree care and plant health.

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 2021 Adopted Budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.807000	Contractual Services	\$40,500	\$40,500	\$0

RECOMMENDATION:

It is recommended that City Council authorize blanket purchase order/contracts for plant health & lawn care services to Owen Tree Service, Inc. of Attica, Michigan in the amount not-to-exceed \$40,500 through December 31, 2021 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: Supervisor of Procurement		
Mayor		
Deputy Clerk		

Contract Reviewed by City Attorney Yes N/A