



**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: 2010-0416

TO: Mayor and City Council Members
FROM: Gerry Lee, Department of Parks & Forestry
DATE: September 30, 2010
SUBJECT: Tree Maintenance

REQUEST:

City Council is requested to authorize the issuance of a blanket purchase order to JH Hart Urban Forestry, 6600 Product Drive, Sterling Heights, Michigan, for Tree Maintenance Services in the total amount not to exceed \$213,000.00 through October 31, 2013.

REASON FOR PURCHASE:

Request for proposals for Tree Maintenance Services were solicited utilizing the MITN system and six (6) proposals were received. JH Hart Urban Forestry was selected as providing the best value to the City based on their qualifications and experience, capacity and cost. By competitively soliciting this contract the City is recognizing an approximate 39% reduction in cost for tree maintenance services. Alpine Tree Service provided the lowest cost proposal; however they do not have the experience or capacity to perform the services required. JH has been providing tree maintenance service for the City over the past several years and the City has been very satisfied with the services received.

PROCESS:

Vendor Name and Address:

JH Hart Urban Forestry
6600 Product Drive
Sterling Heights, MI 48312

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funds in the 2011 Budget.

| Fund Name | Department Account No | Account No. Description | Budget Amount | Cost | Remaining Budget |
|------------------|------------------------------|--------------------------------|----------------------|-------------|-------------------------|
| Major Roads | 462.807000 | Contractual Services | \$15,000.00 | \$15,000.00 | \$0 |
| Local Roads | 464.807000 | Contractual Services | \$40,000.00 | \$40,000.00 | \$0 |

| | | | | | |
|-----------------------|------------|----------------------|-------------|-------------|-----|
| Pathway | 214.807000 | Contractual Services | \$10,000.00 | \$10,000.00 | \$0 |
| General Fund-Forestry | 774.807000 | Contractual Services | \$6,000.00 | \$6000.00 | \$0 |

*Additional funds in future year's budget.

RECOMMENDATION:

It is recommended that City Council authorize a blanket purchase order for Tree Maintenance Services to JH Hart Urban Forestry of Sterling Heights, Michigan, in the total not-to-exceed amount of \$213,000.00 through October 31, 2013.

| APPROVALS: | SIGNATURE | DATE |
|--|------------------|-------------|
| Department Review | | |
| Department Director | | |
| Budget Content: Finance Director | | |
| Purchasing Process: Supervisor of Procurement | | |
| Mayor | | |
| City Council Liaison | | |