



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)

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Legislative File No: 2014-0491

**TO:** Mayor and City Council Members

**FROM:** Gerry Lee, Forestry Operations Manager  
Mike Hartner, Director of Parks & Forestry

**DATE:** November 10, 2014

**SUBJECT:** 2014 Fall Street Tree Planting

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**REQUEST:**

City Council is requested to authorize an increase to the blanket purchase order for 2014 Fall Street Tree Planting to Michigan Lawn Maintenance, Inc. dba Sherman Nursery Farms, Columbus, Michigan in the amount of \$10,000.00 for a new not-to-exceed amount of \$34,000.00.

**REASON FOR PURCHASE:**

Request for Proposals were solicited in 2012, with Michigan Lawn Maintenance, Inc. dba Sherman Nursery Farms selected as offering the best value for the City, based on source of plant stock and quality of trees, experience and qualifications of personnel and reasonable associated costs. The City has utilized the services of Sherman Nursery Farms in the past and has received both excellent trees and services, including proper planting methods and consistent post-planting maintenance.

The request for an increase to this blanket is being brought forward due to additional trees requested to be planted for the neighborhood park that was destroyed by the EF1 tornado that struck the City of Rochester Hills in late September 2014. This was an unforeseen situation and the additional funding was not figured into the original blanket request.

**PROCESS:**

**Vendor Name and Address:**

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

**Reason for Selection:**

Best value based on source of plant stock, quality of trees, experience and qualifications of personnel and reasonableness of cost

**Method of Purchase:**

Blanket Purchase Order/Contract

**BUDGET:**

Funds are included in the FY 2014 Adopted Budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Tree Fund	232.740000	Operating Supplies-Landscaping	\$10,000	\$10,000	\$0

**RECOMMENDATION:**

It is recommended that the Rochester Hills City Council authorize an increase to the Blanket Purchase Order for the 2014 Fall Street Tree Planting to Michigan Lawn Maintenance, Inc. dba Sherman Nursery Farms, Columbus, Michigan in the amount of \$10,000 for a new not-to-exceed amount of \$34,000.00.

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