

City Council Agenda Summary Sheet (Purchases)

Agenda No: 2005-0114
Date: February 4, 2005
Prepared By: Gerald Lee and David Etz, Forestry Division, 841-2551
City File No:

Meeting Date: February 16, 2005

PURPOSE:

City Council is requested to authorize a blanket purchase order for the 2005 Spring and Fall Street Tree Planting program to B & L Landscaping of Oak Park, Michigan in the amount of \$170,775.00.

DISCUSSION:

Sealed bids for the Spring and Fall 2004 Planting Project were solicited and awarded to B & L Landscaping in 2004. The bid included an option to renew for one additional year, which the City wishes to exercise at this time. B & L Landscaping as agreed to hold their prices in this option year. The Forestry Division recommends exercising the option in the amount not to exceed \$170,775.00 (\$105,435 escrow trees and \$65,340 cooperative trees).

The reason for this purchase is to plant street trees per the subdivision control ordinance and the cooperative tree planting program.

Note: The Forestry Division has applied for the 2005 Emerald Ash Borer Tree Planting Grant from the MDHR Urban & Community Forestry program. If received, this grant would be applied to the purchase of up to 160 cooperative trees (the grant would reimburse up to \$125.00 for cooperative trees planted as replacements for ash lost to Emerald Ash Bore).

FISCAL INFORMATION:

Monies for the purchase of these trees will come from private developer and residents' contributions made into the General Funds Escrow accounts (281000 and 283003) along with the private contributions made into the Tree Fund's revenue account 631000. Trees purchased under the Cooperative Tree Program: fifty-percent of the tree is purchased with monies from the participating resident and fifty-percent is financed with the revenues received in the Tree Fund. Revenues in the Tree Fund are generated from the tree replacement ordinance. A budget amendment will be proposed for both the Tree Fund revenue account (631000) and the expenditures account (740000), as this same transaction flowed through escrow accounts in previous years (escrow accounts will not be utilized in the Tree Fund, at this time).

Fund Name	Fund Account #	Description	Budget Amount	Cost	Remaining Budget
General	101.281000	Tree Escrow	N/A	\$105,435.00	N/A
Tree Fund	232.740000	Supplies	\$0	\$32,670.00	(\$32,670)
General	101.283003	Coop Tree Escrow	N/A	\$32,670.00	N/A

Note: The 2004 EAB Tree Replacement Grant will reimburse the Tree Fund in the amount of \$7,000.00 (56 trees at \$125.00 each)

Vendor Name and Address:

B & L Landscaping
21151 Meyers
Oak Park, MI 48237

Reason for Selection:

Lowest responsive, responsible bidder

Method of Purchase:

Blanket purchase order

RECOMMENDATION:

It is recommended that City Council authorize a Blanket Purchase Order for the 2005 Spring and Fall Street Tree Planting to B & L Landscaping of Oak Park, Michigan in the amount of \$170,775.00.

ATTACHMENTS:

Department Authorization: Mike Hartner, Parks & Forestry Director

Reviewed by:

Fiscal: *Julie Jenuwine*

Purchasing: *Jean Farris*

Clerks: *Susan Koliba-Galeczka*

Approved by: *Pat Somerville*

RESOLUTION

NEXT AGENDA ITEM

RETURN TO AGENDA