



**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: 2011-0125

TO: Mayor and City Council Members
FROM: Gerry Lee, Forestry Operations Manager, 841-2551
DATE: February 23, 2011
SUBJECT: 2011 Spring and Fall Street Tree Planting

REQUEST:

City Council is requested to authorize a blanket purchase order to Michigan Lawn Maintenance, Inc. dba Sherman Nursery Farms, Columbus, Michigan for the 2011 Spring and Fall Street Tree Planting in the amount not-to-exceed \$75,000.00.

REASON FOR PURCHASE:

Request for Proposals were solicited with Michigan Lawn Maintenance, Inc. dba Sherman Nursery Farms selected as offering the best value for the City, based on lowest cost, experience, quality and variety of product and ability to meet the City's specifications. The City has utilized the services of Sherman Nursery Farms in the past and has received good product and excellent services.

The Forestry Division contracts for the planting of trees along City roads, in parks and at other facilities. Two separate planting programs are currently in effect: the "Subdivision Tree Planting Program" and the "Cooperative Tree Planting Program."

The Subdivision Tree Planting Program began in 1979, after adoption of the Subdivision Control Ordinance requiring developers of all new subdivisions to provide funds for one street tree to be planted by the City in front of each new home. Funds for this program are held by the City in an escrow account until the new homes are completed and occupied. The Forestry Division then includes that property in a forthcoming planting project.

The Cooperative Tree Planting Program was initiated in 1999, when policy was established authorizing the use of the City's "Tree Fund" (created by the Tree Conservation Ordinance in 1988, and distinct from the above escrow account) to match 50% of the cost of trees purchased by residents (or businesses) for planting along public streets and on public properties throughout the City. The Tree Fund revenues are generated from payments by developers and builders in lieu of planting replacements for regulated trees removed (or damaged) during construction.

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 lowest cost, quality product and services; ability to meeting specifications.

Method of Purchase:

Contract/Purchase Order

BUDGET:

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Tree Fund	232.281000	Subdivision Tree Escrow	N/A	\$20,000	N/A
Tree Fund	232.807000	Contractual Services	\$15,000	\$15,000	0
Tree Fund	232.283003	Coop Tree Escrow	N/A	\$15,000	N/A
Tree Fund	232.740008	Operating Supplies-Landscaping	\$25,000	\$25,000	0

There are no general fund dollars used for any of the planting programs.

RECOMMENDATION:

It is recommended that the Rochester Hills City Council authorize a Blanket Purchase Order for the 2011 Spring and Fall Street Tree Planting to Michigan Lawn Maintenance, Inc. dba Sherman Nursery Farms, Columbus, Michigan in the amount not-to-exceed \$75,000.00 and further authorizes the Mayor to execute a contract on behalf of the City.

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