



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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www.rochesterhills.org

Legislative File No: 2025-0360

TO: Mayor and City Council Members

FROM: Ken Elwert, CPRE, Director Parks and Natural Resources
Matt Einheuser, Natural Resources Manager

DATE: August 25, 2025

SUBJECT: Tree Maintenance Services Renewal

REQUEST:

City Council is requested to authorize a blanket purchase order/contract to CHOP, Grand Rapids, Michigan for tree maintenance services in the amount not-to-exceed \$239,600.00 through October 31, 2026 and further authorizes the Procurement Manager to execute a contract on behalf of the City.

REASON FOR PURCHASE:

In 2021, a Request for Proposals was issued utilizing the MITN system for tree maintenance services. The contract was structured with a three-year term with the option to renew for two additional one-year periods. The first of these option years has already been exercised and was approved by City Council at their August 26, 2024 meeting. This request is for approval to exercise the second and final one-year renewal option. The services under this agreement include tree removal, tree pruning, storm damage response, and other related arboricultural services for public street rights-of-way and other public properties, on an as-needed basis.

The vendor, CHOP, has agreed to maintain the existing pricing and terms for this extension. The City has been satisfied with the services provided by CHOP, and we recommend City Council's approval to extend the agreement for the final one-year renewal option.

PROCESS:

Vendor Name and Address:

CHOP
1505 Steele Ave SW
Grand Rapids, MI 49507

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2025 Adopted Budget and FY 2026 Proposed Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
General Fund	774.807000	Contractual Services / Forestry Division	\$40,000	\$40,000	\$0
Major Road	462.807000	Contractual Services / MR Preservation	\$29,730	\$29,730	\$0
Local Street	464.807000	Contractual Services / LS Preservation	\$145,000	\$145,000	\$0
Pathway	214.807000	Contractual Services / PW Maintenance	\$14,870	\$14,870	\$0
Water	530.807000	Contractual Services / Water Operating	\$10,000	\$10,000	\$0
		GRAND TOTAL	\$239,600	\$239,600	\$0

RECOMMENDATION:

It is recommended that City Council authorize a blanket purchase order/contract for tree maintenance services in the amount not-to-exceed \$239,600.00 through October 31, 2026 to CHOP, Grand Rapids, Michigan and further authorizes the Procurement Manager to execute a contract on behalf of the City.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney ☐ Yes ☒ N/A