

MEMO 25-14

RECEIVED

JUN 09 2025

CITY OF GROSSE POINTE WOODS
POLICE DEPARTMENT

TO: Frank Schulte, City Administrator

FROM: James Kowalski, Director of Public Services *J.K.*

DATE: May 30, 2025

SUBJECT: Recommendation – Tree Removal Contract for 2025/2026

An "Invitation to Bid" for the removal of large city trees was posted on the Michigan Intergovernmental Trade Network (MITN) website on February 24, 2022. The information was also advertised in the Grosse Pointe News. The following bids were received at the bid opening on March 22, 2022.

COMPANY	12" to 19"	20" to 27"	28" to 35"	36" to 43"	Over 44"	Charge For Emergency Call-Out	Total tree removal Pricing
Arbor Pro Tree Service, Inc.	\$300.00	\$612.00	\$834.00	\$1,638.00	\$3,224.00	\$95.00 per man hour	\$6,703.00
MDL Tree Service	\$550.00	\$950.00	\$1,400.00	\$2,000.00	\$2,700.00	\$150.00 per man hour	\$7,750.00
LimbWalkers	\$400.00	\$850.00	\$3,000.00	\$3,450.00	\$4,000.00	\$500.00 per hour	\$12,200.00
TC Tree Service	\$750.00	\$1,500.00	\$2,000.00	\$3,200.00	\$3,800.00	\$2,500.00 / 4 hour minimum	\$13,750.00

Arbor Pro Tree Service, Inc. submitted the low bid in the amount of \$6,703.00 and was awarded the contract. Arbor Pro Tree Service, Inc. was awarded an extension of the contract for the 2024/2025 fiscal year with a 5% increase in the amount of \$7,038.15. Arbor Pro Tree Service, Inc. has offered to extend the 2023/2024 contract pricing with a 5% increase for fuel and equipment for fiscal year 2025/2026. The increase would bring the new bid amount to \$7,390.06, which is still lower than the bids received in 2022. Their work is satisfactory. I do not believe any benefit will accrue to the City to seek further competitive bids.

I recommend the city enter into a contract for city street tree removals from July 1, 2025 through June 30, 2026, with Arbor Pro Tree Service, Inc., 425 Barclay, Grosse Pointe Farms, MI 48236. This is a budgeted item included in the 2025/2026 budget in the amount of \$60,000.00 in account 101-523-818.000. Attached is a copy of the proposed contract approved by the city attorney and used in prior years that will be effective from July 1, 2025 through June 30, 2026, as well as a current certificate of insurance.

Please contact me if you have any questions concerning this matter.

Recommend approval of the above stated and do not believe any benefit will accrue to the City by seeking further competitive bids. Approved for Council consideration.

[Signature]
Frank Schulte, City Administrator

6-9-25
Date

Fund Certification:

Account numbers and amounts have been verified as presented.

[Signature]
Steven Schmidt, Treasurer/Comptroller

6/9/25
Date

TREE REMOVAL CONTRACT

THIS AGREEMENT is entered into this ____ day of _____, 2025, by and between the City of Grosse Pointe Woods, a Municipal Corporation, Wayne County, Michigan, ("City"), and Arbor Pro Tree Service, Inc., 425 Barclay, Grosse Pointe Farms, MI 48236 ("Contractor").

WHEREAS, the Contractor Arbor Pro Tree Service, Inc. has offered to extend the contract with an additional 5% increase for fuel and equipment for the period July 1, 2025 through June 30, 2026 from the contract from fiscal year 2024/2025 with the prices below for the removal of trees on City property within the City of Grosse Pointe Woods, in accordance with the instructions, specifications, and contract documents accepted by City Council on April 4, 2022, and

THEREFORE, IT IS AGREED BETWEEN THE PARTIES AS FOLLOWS:

1. Award of Contract: Arbor Pro Tree Service, Inc. is hereby awarded a non-exclusive contract to perform removal of city street trees.
2. Term of Contract: This contract will cover the fiscal year beginning July 1, 2025 and continue through June 30, 2026.
3. Rates: Arbor Pro Tree Service, Inc. will remove city street trees as instructed by the City at the agreed sums of \$330.75 for 12" to 19" diameter trees, \$674.73 for 20" to 27" diameter trees, \$919.49 for 28" to 35" diameter trees, \$1,805.90 for 36" to 43" diameter trees, and \$3,554.46 for over 44" diameter trees.
4. Termination: Notwithstanding the term of this contract, this agreement may be terminated by either party with 30 days written notice to the other party for any reason.
5. Insurance: Arbor Pro Tree Service, Inc. will keep in full force and affect insurance coverage in accordance with the bid specifications dated February 24, 2022 and shall add the City as an additional insured on its commercial general liability insurance. Arbor Tree shall furnish proof of such insurance to the City of Grosse Pointe Woods.
6. Compliance with City Ordinances: Arbor Pro Tree Service, Inc. shall be required to comply with all city ordinances and pertinent state laws during the terms of this Agreement including, but not limited to, hours of operation.
7. City Indemnification: Arbor Pro Tree Service, Inc. agrees to indemnify and hold harmless the City from any actions, suits, debts, judgments, damages and/or claims arising out of Arbor Pro Tree Service, Inc.'s performance of this Agreement.

8. Incorporation of Bid Documents: The original bid documents dated February 24, 2022, including the notice to bidders, specifications, insurance coverage, and the bid sheet are incorporated into this Agreement by reference. In the event of any inconsistencies between the bid documents and this Agreement, the Agreement controls.

Witnessed by:

CITY OF GROSSE POINTE WOODS, MI
A Municipal Corporation

BY: _____
Frank Schulte, City Administrator

ARBOR PRO TREE SERVICE, INC.
Contractor

BY: _____
James G. Bonahoom, Owner/President



...for Safe, Healthy
and Beautiful Trees

May 25th, 2025

Frank Schulte

City of Grosse Pointe Woods

Dear Frank

This correspondence is to advise yourself, (and any others interested), of our (my) intentions to continue our contract with an Increase of 5%.

Warm Regards,

James G. Bonahoom, Pres.

Arbor Pro Tree Service, Inc.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/30/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lakepointe Insurance Agency 25124 Jefferson Ave. St. Clair Shores MI 48081		CONTACT NAME: Jeannine Feeney PHONE (A/C, No. Ext): (586) 776-6990 FAX (A/C, No): (586) 776-7799 E-MAIL ADDRESS: jeannine@lakepointeinsurance.com	
INSURED Arbor Pro Tree Service Inc 425 Barclay Grosse Pointe Farms MI 48236		INSURER(S) AFFORDING COVERAGE INSURER A: Hartford Insurance Company INSURER B: Trumbull Insurance Company INSURER C: Travelers INSURER D: INSURER E: CITY OF GROSSE POINTE WOODS INSURER F:	

COVERAGES

CERTIFICATE NUMBER: CL2553005020

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS				
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		35UUNSR2G2C	04/25/2025	04/25/2026	EACH OCCURRENCE \$ 1,000,000 ✓ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000				
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			35UENOM4060	04/25/2025	04/25/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$				
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$				
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		6KUB6R16901721	03/21/2025	03/21/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Where required by written contract, the City of Grosse Pointe Woods, all employees, elected and appointed officials, boards, commissions and volunteers are included as Additional Insured with respect to the General Liability coverage and operations performed by the named insured.

CERTIFICATE HOLDER

CANCELLATION

City of Grosse Pointe Woods Department of Public Works ✓ 20025 Mack Plaza Drive Grosse Pointe Woods MI 48236	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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