

MEMORANDUM

DATE: October 8, 2024
TO: Melissa R. Marsh, City Manager
FROM: Sean P. Ballantine, Director of Public Services
SUBJECT: Change Order – Landscaping Work

In the spring of 2024, the City’s mowing and landscape maintenance contract was awarded to the lowest successful bidder, Green Meadows Landscape, of Rochester Hills. Since that time, Green Meadows has proven to be a diligent and responsive firm, providing high-quality work for the City of Madison Heights.

At our request, in order to mitigate a long-standing issue, the City’s consulting engineering firm Nowak and Fraus designed a landscape plan for the 14 and John R island which would be aesthetically pleasing, relatively low maintenance, and create a safer environment by encouraging pedestrians to use the existing sidewalk. As they are already under contract, familiar with the area and its issues, and providing excellent work to the City, Staff reached out to Green Meadows to gauge their interest. As a full-service landscaping firm, they have the crews to handle each of the multiple trades required for the landscaping plan as presented. After several site visits and measurements, Green Meadows provided the City with a quote that was significantly lower than the engineer’s estimate.

Funding for the restoration of the 14 and John R island, including the landscaping work and the purchase and installation of the gateway signage once final approval is granted by RCOC has been made available by Quality Roots.

The current contract provides that work of the same or a similar nature may be undertaken if both parties agree in writing through means of a change order. As Green Meadows is the City’s current low bidder for mowing and landscaping services, and funding for the restoration of the 14 and John R island is available, Staff recommends that Council authorize the City Manager to accept the landscaping plan quote as presented by Green Meadows, in a project amount of \$33,262.

Department of Public Services
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