

MEMORANDUM

DATE: June 17, 2024
TO: Melissa R. Marsh, City Manager
FROM: Sean P. Ballantine, Director of Public Services
SUBJECT: Bid Award – Tree Nursery and Planting Services

In FY 19-20, Request for Proposal (RFP) #MH 20-03 was written for Tree Nursery and Planting Services. The low successful bidder at the time was the Marine City Nursery Company, of China Township. In the four years since, Marine City has proven to be a highly responsive and competent firm, providing excellent nursery stock and timely planting services, resulting in minimal loss or warranty claims for the trees planted under the City's multiple programs.

Although Marine City was able to extend their pricing for one year past the original three-year contract term, Staff was informed that due to rising costs, they would not be able to do so again for the fiscal year upcoming. Staff subsequently prepared and issued RFP # MH 24-14, and two sealed proposals were received by the deadline, from Crimboli Nursery, and Marine City Nursery. These were the same two companies which submitted bids in 2020. A third bid was received after the deadline, and was subsequently rejected.

Upon tabulation of the bids, Marine City Nursery is once again the low bidder. Based on this, and their excellent performance with our tree programs, Staff recommends that Council award a three year contract, with the option to extend year three pricing upon mutual agreement of the parties, for Tree Nursery and Planting Services to the lowest qualified bidder, Marine City Nursery Company, of China Township, for the unit prices specified. Funding is budgeted and available.

Department of Public Services

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