



AGENDA ITEM MEMORANDUM

DATE: September 15, 2025

TO: Public Works Committee

FROM: Bernard Rammer, Purchasing Agent.

SUBJECT: Resolution 97-25-26 – A resolution authorizing the Purchasing Agent to issue purchase orders for the purchase of street trees for the 2026 Tree Planting Program for the City of Sheboygan.

ISSUE

Should the Public Works Committee recommend approval of the resolution, the City will issue purchase orders to three different nurseries based upon lowest cost and availability of the desired species for a total of 665 trees. The trees will be delivered in the spring of 2026 and planted by City forestry crews in accordance with the City’s overall tree planting program. In addition, \$ 22,042.00 of the total cost of the trees will be offset by a grant from the Wisconsin Department of Natural Resources and United States Inflation Reduction Act.

STAFF RECOMMENDATION

Staff recommends approval of the resolution so as to allow the three nurseries to reserve the trees for spring of 2026 delivery. Following delivery, the City will be invoiced for the cost of the trees.

BACKGROUND / DISCUSSION

The City issued a Request for Bids # 2082-25 identifying the desired species and quantities of trees required. Once the bids were tabulated, staff created a breakdown of trees to be purchased according to nursery availability by species, quantity and lowest cost.

Schichtels Nursery, Springville, NY	516	Trees	\$53,164.00
Chestnut Ridge Nursery, Orchard Park, NY	94	Trees	\$10,866.00
Leaves Inspired Nursery, Chilton, WI	55	Trees	\$6,380.00
Total	665		\$70,410.00

FUNDING IMPACT

Wisconsin Department of Natural Resources/IRA Grant	\$22,042.00
City of Sheboygan Forestry-Operating Supplies Budget	\$48,368.00

IF APPROVED, NEXT STEPS:

Following Council approval, The City will issue purchase orders to the three nurseries effectively reserving the nursery stock for the City until delivery in the spring of 2026.