



## **Memo**

To: Honorable Mayor Armitage; City Council  
From: Amy E. Gilson, PE - Director of Public Works  
Date: May 5, 2022  
Re: Staff report on Brush Grinding

### **Background**

The Department of Public Works collects leaves and brush throughout the year and contracts for its grinding and removal each Spring. We are required by the Department of Environment, Great Lakes, and Energy (EGLE) to remove the material annually. DPW requested quotes from the few companies who own the massive equipment necessary to provide this service, and there was only one bid turned in again this year. It is the same sole bidder from last year, Hammond Farms, inc. They have provided good service in the past.

### **Recommendation**

Award the contract for the grinding, hauling, and composting of the brush pile to Hammond Farms, Inc. in the amount of \$18,198.00.

### **Financial Impacts**

This work is budgeted in the General Fund, but is offset by the yard waste millage. It will have a net zero effect on the General Fund. There was \$16,000 budgeted for the work. Last year's grinding overlapped fiscal years and showed up in this year's budget, so a budget amendment will be necessary.

### **Suggested Motion**

City Council approves the quote from Hammond Farms, Inc in the amount of \$18,198.00 with funds from the General Fund.