



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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www.rochesterhills.org

Legislative File No: 2022-0156

TO: Mayor and City Council Members
FROM: Mike Viazanko, Director Building/Facilities/Ordinance
DATE: April 25, 2022
SUBJECT: Fire Suppression Systems Inspections, Testing and Maintenance Services

REQUEST:

City Council is requested to authorize the issuance of a contract / blanket purchase order to Shambaugh & Son, LP, of Southfield, Michigan for Fire Suppression Systems Inspections, Testing and Maintenance Services for City-owned properties in the amount not-to-exceed \$84,000.00 for a three year term through April 30, 2025.

REASON FOR PURCHASE:

The City of Rochester Hills owns several buildings throughout the City that require routine inspections and maintenance of the equipment in these facilities, including the fire suppression systems.

The Purchasing Division solicited competitively sealed proposals for Fire Suppression Systems Inspections, Testing and Maintenance Services on the MITN website. Three proposal responses were received and evaluated by a committee comprised of Facilities and Purchasing staff. Award is recommended to Shambaugh & Son, LP as providing the best value, responsive, responsible proposal for the services needed during the term of the contract.

PROCESS:

Vendor Name and Address:

Shambaugh & Son, LP
21661 Melrose Avenue
Southfield, MI 48075

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2022 Adopted Budget and the FY 2023-2024 Projected Budgets

Fund Name	Department Account No	Account No. Description	3-Year Budget Amount	3-Year Cost	Remaining Budget
Facilities	631.807000	Contractual Services	\$84,000	\$84,000	\$0

		Total	\$84,000	\$84,000	\$0
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RECOMMENDATION:

It is recommended that City Council authorize blanket purchase order/contract to Shambaugh & Son, LP of Southfield, Michigan for Fire Suppression Systems Inspections, Testing and Maintenance Services for City-owned properties in the amount not-to-exceed \$84,000.00 for a three year term through April 30, 2025 and further authorize the Mayor to execute a contract on behalf of the City.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney Yes N/A