



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: 2015-0219 Version 2

TO: Mayor and City Council Members

FROM: Sean Canto, Fire Chief

DATE: January 23, 2017

SUBJECT: Increase to Blanket Purchase Order for Fire Department Uniforms and Accessories

REQUEST:

City Council is requested to authorize an increase to the blanket purchase order for Fire Department Uniform and Accessories in the amount of \$40,000 for a new not-to-exceed amount of \$136,000 to Nye Uniform, Troy, Michigan through June 1, 2018.

REASON FOR PURCHASE:

City Council approved at its June 1, 2015 meeting a blanket purchase order for Fire Department Uniform and Accessories in the amount of \$96,000. An increase to the blanket is needed due to the purchase of uniforms for new full-time and part-time employees and for the replacement of items that are beginning to show signs of wear and tear from our initial purchase.

In 2015, the City's Purchasing Division issued Request for Proposals for the purchase of Fire Department Uniforms and Accessories utilizing the MITN system. Two (2) proposal responses were received. Proposal responses were evaluated by a committee consisting of staff from the Fire Department and Purchasing Department. Based on the proposal responses received award is recommended to Nye Uniform as the best value based on their experience and qualifications, location of storefront proximity to City, turnaround time for delivery of uniforms, and lowest overall cost proposal.

The department budgeted to replace our uniforms in 2015 to allow for a standardized uniform for ***all*** Rochester Hills Fire Department personnel to include full-time and part-time members. Previous practices allowed for several options of uniforms creating an inconsistency in styles, cost and availability.

By identifying one style of uniform for all personnel, availability was increased while cost due to quantity was decreased. The old-style uniform configuration (dark blue pant and dark blue shirt) required replacement on a fairly regular basis due to fading and mismatched colors. By changing to the dark blue pant /light blue shirt configuration, color fading is not as noticeable, but wear and tear still requires replacement. It will be three (3) years this summer since the current uniforms were replaced.

An initial large purchase was approved in 2015, while additional purchases are done on an as- needed basis through a quartermaster system.

PROCESS:

Vendor Name and Address:

Nye Uniform
1067 E. Long Lake Road
Troy, MI 48085

Reason for Selection:

Best Value; Lowest responsive responsible proposer

Method of Purchase:

Blanket Purchase Order


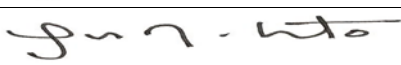
BUDGET:

Funding is included in the FY 2015-2017 Adopted Budgets and FY 2018 Projected Budget.

| Fund Name | Department Account No | Account No. Description | 3-Year Budget Amount | 3-Year Cost | 3-Year Remaining Budget |
|-----------|-----------------------|-----------------------------|----------------------|------------------|-------------------------|
| Fire | 206.722000 | Clothing - Administration | \$7,500 | \$7,500 | \$0 |
| Fire | 339.722000 | Clothing - Fire Suppression | \$86,000 | \$85,940 | \$60 |
| Fire | 341.722000 | Clothing - Fire Prevention | \$8,000 | \$8,000 | \$0 |
| Fire | 342.722000 | Clothing - Training | \$2,300 | \$2,300 | \$0 |
| Fire | 344.722000 | Fire - EMS Service | \$32,260 | \$32,260 | \$0 |
| | | GRAND TOTAL | \$136,060 | \$136,000 | \$60.00 |

RECOMMENDATION:

It is recommended that City Council authorize an increase to the blanket purchase order for Fire Department Uniform and Accessories in the amount of \$40,000 for a new not-to-exceed amount of \$136,000 to Nye Uniform, Troy, Michigan through June 1, 2018.

| APPROVALS: | SIGNATURE | DATE |
|--|--|---------|
| Department Review |  | 1-11-17 |
| Department Director |  | 1-11-17 |
| Budget Content: Finance Director | | |
| Purchasing Process: Supervisor of Procurement | | |
| Mayor | | |
| Deputy Clerk | | |