



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2020-0250

TO: Mayor and City Council Members
FROM: Scott Cope, Director Building/Facilities/Ordinance
DATE: July 27, 2020
SUBJECT: Contract for On-Call Electrical Services

REQUEST:

City Council is requested to authorize the issuance of a blanket purchase order to K & S Ventures, Inc., for On-Call Electrical Services for the City owned buildings in the total amount not-to-exceed Forty Thousand (\$40,000) Dollars through July 31, 2021.

REASON FOR PURCHASE:

The City of Rochester Hills owns several buildings throughout the City that require routine maintenance and repairs of the electrical systems to be performed by certified electricians.

The City of Rochester Hills Purchasing Division solicited proposals utilizing the MITN system from professional electrical companies to provide on-call maintenance and repair services at city buildings. Four proposal responses were received and evaluated by a committee consisting of staff from Building, Facilities and Purchasing departments. While there was one proposal with lower hourly rates provided by other proposers, the committee ranked and selected the proposal submitted by K & S Ventures, Inc. as providing the best value proposed for On-Call Electrical Services for the City based on the evaluation criteria in the proposal including experience, qualifications, capacity and references. K & S Ventures, Inc. has previously provided the services to the City and is very familiar with the City's facilities and performed in the past in a professional and satisfactory manner.

PROCESS:

Vendor Name and Address:

K & S Ventures, Inc.
2925 Waterview Drive
Rochester Hills, MI 48309

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2020 Adopted Budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.929000	Repairs & Maintenance	\$40,000	\$40,000	\$0

RECOMMENDATION:

It is recommended that the Rochester Hills City Council award the contract for On-Call Electrical Services for City buildings to K & S Ventures, Inc. in the amount not-to-exceed Forty Thousand (\$40,000) Dollars through July 31, 2021.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Supervisor of Procurement		
Mayor		
Deputy Clerk		

Contract Reviewed by City Attorney Yes N/A