



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: 2017-0548 Version 3

TO: Mayor and City Council Members

FROM: Scott Cope, Director Building/Ordinance/Facilities

DATE: August 10, 2020

SUBJECT: Increase to Blanket Purchase Order for Fire Suppression and Fire Alarm Plan Review and Inspection Services

REQUEST:

City Council is requested to authorize an increase to the contract/blanket purchase order to Fire Safety Consultants, Inc., Elgin, Illinois for fire suppression and fire alarm plan review and inspection services in the amount of \$30,000.00 for a new not-to-exceed amount of \$285,000.00 through July 31, 2020.

REASON FOR PURCHASE:

The City of Rochester Hills solicited proposals in 2015 from qualified and experienced firms to assist the Building Department with fire suppression and fire alarm plan review and inspection services for commercial and industrial projects in accordance with the State of Michigan Constructions Codes. The plan review and inspection fees are reimbursed to the City by commercial and industrial developers. Award was made to Fire Safety Consultants, Inc., Elgin, Illinois as the primary vendor and Fire Savvy Consultants and Services, L.L.C. Commerce, Michigan as the secondary vendor at the December 4, 2017 meeting. The City has since that time terminated their agreement with Fire Savvy Consultants and Services, L.L.C. due to their inability to maintain required licenses and certifications in accordance with the contract. The City has continued to be very satisfied with the services being received from Fire Safety Consultants, Inc.

The requested increase is due to the amount of work that continues to come into the building department for plan review and inspections required related to these services. Please note that this is a pass through cost that is paid for by the fire suppression or fire alarm contractor receiving the services.

The City is currently in the process of awarding the new agreement, however due to the pandemic and delay in finalizing the evaluation process, the City is requesting the increase in funds to finish out the current contract extension through July 31, 2020 and has on this meeting as well a request for award of a new contract for a new term to begin in August 2020.

PROCESS:

Vendor Name and Address:
Fire Safety Consultants, Inc.
2420 Alft Lane, B100
Elgin, IL 60124

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	2018-2020 Budget Amount	2018-2020 Cost	Remaining Budget
General Fund	371.801000	Professional Services	\$317,500	\$285,000	\$32,500

RECOMMENDATION:

It is recommended that City Council authorize an increase to the contract/blanket purchase order to Fire Safety Consultants, Inc., Elgin, Illinois for fire suppression and fire alarm plan review and inspection services in the amount of \$30,000.00 for a new not-to-exceed amount of \$285,000.00 through July 31, 2020.

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