



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: 2019-0198

TO: Mayor and City Council Members
FROM: Scott Cope, Director of Building/Ordinance/Facilities
DATE: May 20, 2019
SUBJECT: HVAC Preventative Maintenance and Repair Services Agreement

REQUEST:

City Council is requested to authorize the issuance of a blanket purchase order to K & S Ventures, Inc., for HVAC Preventative Maintenance and Repair Services for eight City owned buildings in the total amount not-to-exceed Forty-Two Thousand (\$42,000) Dollars through June 30, 2020.

REASON FOR PURCHASE:

The City of Rochester Hills owns several buildings throughout the City that require routine maintenance of the equipment in these facilities, including the heating, ventilation and cooling equipment (HVAC).

City Council at its June 5, 2017 meeting awarded the two year term contract to K & S Ventures, Inc. to provide preventative maintenance and repair services for four City buildings. The Purchasing Division solicited utilizing the MITN System for competitively sealed proposals for the professional heating and cooling service companies for these services, which were opened on April 18, 2017. K & S Ventures, Inc. was selected as providing the best value and submitting the most responsive, responsible proposal for HVAC Preventative Maintenance for the City. K & S Ventures, Inc. has performed the noted services in a professional and satisfactory manner.

The City of Rochester Hills wishes to exercise an available renewal for one year for K & S Ventures to perform necessary on-call repairs and preventative maintenance as required by the City at City Hall, Department of Public Services Garage, Fire Stations, and the Oakland County Sheriff's Office (OCSO) Substation.

PROCESS:

Vendor Name and Address:

K & S Ventures, Inc.
2653 Auburn Road
Auburn Hills, MI 48326

Reason for Selection:

Best value, most responsive, responsible vendor

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2019 Adopted Budget and FY 2020 Projected Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.929000	Repairs & Maintenance	\$44,000	\$42,000	\$2,000
		GRAND TOTAL	\$44,000	\$42,000	\$2,000

RECOMMENDATION:

It is recommended that the Rochester Hills City Council award the contract for HVAC Preventative Maintenance and Repair Services Agreement for eight (8) City buildings by exercising an available one-year option to renew to K & S Ventures, Inc. in the amount not-to-exceed Forty-two Thousand (\$42,000) Dollars through June 30, 2020.

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