



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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Legislative File No: 2014-0029 Version 2

TO: Mayor and City Council Members

FROM: Scott Cope, Director Building/Ordinance/Facilities

DATE: June 29, 2015

SUBJECT: Contract for Fire Suppression Plan Review, Fire Alarm Plan Review and Inspection Services

REQUEST:

City Council is requested to authorize an increase of \$20,000 to the existing blanket purchase order for the fire suppression plan review, fire alarm plan review and inspection services contract to Fire Safety Consultants, Inc., Elgin, Illinois, as a primary vendor, and to Fire Savvy Consultants and Services, LLC, Commerce, Michigan, as a secondary vendor for a new total amount not-to-exceed \$115,000.

REASON FOR PURCHASE:

City Council approved fire suppression plan review, fire alarm plan review and inspection services in the amount of \$95,000 through December 31, 2015 to Fire Safety Consultants, Inc., Elgin, Illinois, as a primary vendor, and Fire Savvy Consultants and Services, L.L.C., Commerce, Michigan, as secondary vendor on February 10, 2014. The award was based on the competitively solicited Request for Proposal issued by the City. Fire Safety Consultants was selected to perform the required services based on qualifications and experience and best value for the City. Fire Savvy Consultants and Services, L.L.C., Commerce, Michigan was selected as a secondary vendor, for back-up services.

Several large projects such as Oakmont Assisted Living, Wellbridge Assisted Living, Holiday Inn, and others have created an additional need for fire suppression plan review, fire alarm plan review and inspection services. The Blanket increase is needed to cover the additional cost for this work. It should be noted that this is a pass through cost with revenues received for any additional services provided.

Additional funds of \$20,000 are being requested in order to maintain services for the remainder of 2015.

PROCESS:

Vendor Name and Address:

Fire Safety Consultants, Inc.
2420 Alft Lane, B 100
Elgin, IL 60124

Fire Savvy Consultants and Services, L.L.C.
2655 Oakley Park, Suite 103
Commerce, MI 48390

Reason for Selection:

Qualifications, Experience, Best Value

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2015 Adopted Budget.

The \$20,000 requested for additional Fire Suppression System & Fire Alarm Review is proposed to be reallocated from funding budgeted for Commercial & Industrial Plan Review. Commercial & Industrial Plan Review services are lower than initially anticipated.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
101 - General Fund	371 - Building Department	801000 - Professional Services	\$20,000	\$20,000	\$0

RECOMMENDATION:

It is recommended City Council authorizes an increase of \$20,000 to the existing blanket purchase order for fire suppression plan review, fire alarm plan review and inspection services to Fire Safety Consultants, Inc., Elgin, Illinois, as primary vendor, and Fire Savvy Consultants and Services, LLC, Commerce, Michigan, as a secondary vendor, for a new total amount-not-to exceed \$115,000 through December 31, 2015.

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