



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
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[www.rochesterhills.org](http://www.rochesterhills.org)

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Legislative File No: 2016-0266

**TO:** Mayor and City Council Members

**FROM:** Scott Cope, Director Building/Facilities  
Sean Canto, Fire Chief  
Vince Foisy, Supervisor of Communications

**DATE:** July 18, 2016

**SUBJECT:** Security and Access Control System for Fire Stations 1, 2, 3, and 5

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**REQUEST:**

City Council is requested to authorize a blanket purchase order for an Access Control System in the amount of \$18,000.00 to Security Designs, Inc., Livonia, MI.

**REASON FOR PURCHASE:**

As City Council is aware, Fire Station #'s 1, 2, 3, and 5 are under renovations. Part of the renovation project included replacement of access control systems at each of the fire stations. During the design development phase of the project, it was identified that it would be in the best interest of the City to install like systems to that of what is installed at City Hall and the DPS Garage. By installing like systems, it will assist with maintenance, access control, and software updates.

It was discovered, that while this was thought to be included with the construction project, that the bid documents referred to this item as owner responsibility to purchase and install. The City being made aware of this issue, solicited quotes for access controls at Fire Station #'s 2, 3, and 5 for entry doors and at Fire Station 1 for five (5) doors and awarded to Security Designs, Inc., Livonia, MI in the amount of \$18,409.00.

It was discovered during the construction build out that three (3) added points were overlooked at the Fire Stations (Patio doors, EMS storage, and Officers office) and need to be added. Additionally, in discovering this and looking ahead at cost savings, it was determined that it would be beneficial to the City to add additional key access control points at Fire Station #1.

To assure we are doing our best for security and savings, seven (7) doors were identified to be added so as not to have added expenses into the future with re-keying locks when employees leave and/or are dismissed, as well as to enhance accountability throughout the department.

To accomplish the above goals and objectives, hardware for 16 additional doors is needed. The added cost based on the initial quoted hardware is \$18,000.00, in addition to purchase of \$18,409.00 already awarded and purchase order issued.

**PROCESS:**

**Vendor Name and Address:**

Security Designs, Inc.  
14700 Farmington Road #110  
Livonia, MI 48154

**Reason for Selection:**

Lowest, responsive, responsible bidder

**Method of Purchase:**

Blanket Purchase Order

**BUDGET:**

Funding is proposed to be drawn from the overall Fire Station # 1, 2, 3, and 5 Furnishings Budget.

As part of the overall approved project budget, \$50,000 was allocated to each of the four (4) stations for furnishings, or \$200,000 for a total furnishings budget. With a majority of the furnishings already purchased or in process, it is estimated that only \$150,000 will be needed for station furnishings, leaving \$50,000 remaining.

It is proposed to utilize a portion of this remaining project furnishings budget to complete the Access Control Systems for each of the Fire Stations. By utilizing the remaining project furnishings budget no additional project funding is requested at this time.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities Fund	631.976000	Building Improvements	\$50,000	\$18,000	\$32,000

**RECOMMENDATION:**

It is recommended City Council authorize blanket purchase order for access control systems to Security Designs, Inc., Livonia, Michigan in the amount not-to-exceed \$18,000.00.

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