



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
248.656.4630  
[www.rochesterhills.org](http://www.rochesterhills.org)

Legislative File No: 2018-0165

**TO:** Mayor and City Council Members  
**FROM:** Joe Snyder, Chief Financial Officer, (248) 841-2534  
**DATE:** May 7, 2018  
**SUBJECT:** Purchase Order, Annual Support & Maintenance for Utility Billing Software

**REQUEST:**

City Council is requested to authorize a purchase order in the amount of \$34,338 for Annual Support & Maintenance for the period 5/1/2018 through 4/30/2019 for the City’s Water and Sewer Utility Billing Software Support & Maintenance to TruePoint Solutions, Incline Village, NV.

**REASON FOR PURCHASE:**

In 2015, City Council authorized the purchase and installation to TruePoint Solutions for the City’s water and sewer utility billing software. There is an annual fee for support and maintenance of the software. The current support and maintenance expired on 4/30/2018 and the request is to renew the support and maintenance for the period 5/1/2018 through 4/30/2019.

**PROCESS:**

**Vendor Name and Address:**

TruePoint Solutions  
774 Mays Blvd. #10-377  
Incline Village, NV 89451

**Reason for Selection:**

Sole source vendor

**Method of Purchase:**

Purchase order

**BUDGET:**

Funding is included in the FY 2018 Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Sewer Division	510.801000	Professional Service	\$17,500	\$17,169	\$331
Water Division	530.801000	Professional Service	\$17,500	\$17,169	\$331
		<b>TOTAL</b>	<b>\$35,000</b>	<b>\$34,338</b>	<b>\$662</b>

**RECOMMENDATION:**

It is recommended that City Council authorize a purchase order in the amount of \$34,338 for annual support and maintenance for the period 05/01/2018 through 4/30/2019 for the City’s Water and Sewer Utility Billing Software to TruePoint Solutions.

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