



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)

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Legislative File No: 2020-0567

**TO:** Mayor and City Council Members  
**FROM:** Scott Cope, Director Building/Facilities/Ordinance  
**DATE:** January 11, 2021  
**SUBJECT:** Contract for On-Call HVAC (Other Sites) Repair Services

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**REQUEST:**

City Council is requested to authorize a two-year contract/blanket purchase order to K & S Ventures, Inc., of Auburn Hills, Michigan for On-Call HVAC (Other Sites) Repair Services for a total amount not-to-exceed Forty Thousand (\$40,000) Dollars through January 31, 2023.

**REASON FOR PURCHASE:**

The City of Rochester Hills owns several buildings throughout the City that require on-call repairs to the equipment in these facilities, including the heating, ventilation and cooling equipment (HVAC). This agreement is for on-call HVAC repairs at sites other than City Hall, Department of Public Services, OCSO, and the five fire stations. These eight locations are covered under a separate preventative maintenance agreement and not included under this contract.

The City of Rochester Hills Purchasing Division solicited proposals utilizing the MITN system from professional heating and cooling service companies to provide on-call repair services. Five proposals were received; however one was a proposal for services for another City and not evaluated further. The remaining four proposal responses were received and evaluated by a committee consisting of staff from Building, Facilities and Purchasing departments. The proposal submitted by K & S Ventures, Inc. was selected as providing the best value proposed for On-Call HVAC Repair Services for the City. K & S Ventures has extensive experience the City's equipment and has performed on-call HVAC services in the past in a professional and satisfactory manner.

**PROCESS:**

**Vendor Name and Address:**

K & S Ventures, Inc.  
2925 Waterview Drive  
Rochester Hills, MI 48309

**Reason for Selection:**

Best Value

**Method of Purchase:**

Blanket Purchase Order/Contract

**BUDGET:**

Funding is included in the FY 2021 Adopted Budget and FY 2022 Projected Budget

Fund Name	Department Account No	Account No. Description	2 Year Budget Amount	2 Year Cost	2 Year Remaining Budget
Facilities	631.929000	Repairs & Maintenance	\$40,000	\$40,000	\$0
		<b>Grand Total</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$0</b>

**RECOMMENDATION:**

It is recommended that City Council authorize a two year blanket purchase order/contract for On-Call HVAC (Other Sites) Repair Services for the City in the amount not-to-exceed \$40,000 for a two-year term to expire January 31, 2023 to K & S Venture, Inc., of Auburn Hills, Michigan and further authorizes the Mayor to execute a contract on behalf of the City.

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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