



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2021-0171

TO: Mayor and City Council Members
FROM: Kevin Krajewski, Director Management Information Systems
DATE: April 29, 2021
SUBJECT: Network Support Services

REQUEST:

City Council is requested to authorize a blanket purchase order for Network Support Services to IT Solutions Group, Novi, MI in the amount of \$120,000.00 through January 30, 2024.

REASON FOR PURCHASE:

The City issued Request for Proposals utilizing the MITN e-procurement system and received four (4) proposal responses. The proposals were evaluated by a committee consisting of staff from the MIS department. Based on the evaluation, it is recommended that award be made to IT Solutions Group, as the best value proposal to the City based on their recommended work plan, experience with the City's specific networking and security systems, positive references, and their overall cost proposal.

IT Solutions Group provided a bid response with the lowest overall cost both in hourly rates and initial startup costs. They have worked with the city in the past on several complicated projects and have always provided exceptional service, advice, and value to the city. Therefore, the award recommendation to IT Solutions Group is being requested.

Vendor will provide network services including updates and patch management to our storage and server virtualization systems, security systems, network switches and our server and disaster recovery environments. Additionally, they will provide ad hoc services if needed which may include emergency, training and version upgrade services.

PROCESS:

Vendor Name and Address:

IT Solutions Group
41039 S. McMahon
Novi, MI 48375

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funds are included in the 2021 Adopted Budget and 2022 and 2023 Projected Budgets.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
MIS	636.801000	Professional Services	\$120,000.00	\$120,000.00	\$0

RECOMMENDATION:

It is recommended that City Council authorize a blanket purchase order for Network Services to IT Solutions Group, Novi, MI in the amount of \$120,000.00 through January 30, 2024.

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

Contract Reviewed by City Attorney Yes N/A