



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: 2021-0233

**TO:** Mayor and City Council Members  
**FROM:** Vince Foisy, Communications Systems Administrator  
**DATE:** July 12, 2021  
**SUBJECT:** Increase to Blanket Purchase Order for Security Systems Services

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**REQUEST:**

City Council is requested to authorize an increase to the blanket purchase order for Security Systems Services in the amount of \$10,000.00 for a new not-to-exceed amount of \$35,000.00 through July 31, 2021 to Security Designs, Inc., Livonia, MI.

**REASON FOR PURCHASE:**

In 2020, the City solicited on the MITN for a licensed security firm to monitor the fire and burglar alarms in City owned buildings and to provide service on these systems. The City received five responsive responsible proposals that were reviewed based on experience, qualifications, capacity of company, comparables and pricing by an evaluation members from Communications, MIS and DPS. Security Designs, Inc. was selected as providing the best value for the City based on their excess capacity, ability to do the work, low price. The review committee selected Security Designs, Inc. because of their previous experience with the City, attention to detail, fair & reasonable pricing and their customer service record they bring to the City.

The award was under the threshold for City Council approval and a contract was executed for an amount not to exceed \$25,000. However, during the past year, there were projects that were not expected including the de-installation, and re-installation of the security systems as part of the Dairy Barn remodel. This required the purchase of replacement equipment as needed, and the installation of new equipment required for the Dairy Barn remodel. Then the added burglary, fire & CCTV systems for the new equipment barn at the Museum, along with the installation of a new CCTV system, and cameras in the calf & dairy barns that was offset with grant funds from MMRA. These projects have resulted in additional funding needed to be added to the current blanket in order to pay the service fees when they are billed and will require City Council approval to increase the blanket.

**PROCESS:**

**Vendor Name and Address:**

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

**Reason for Selection:**

Best Value

**Method of Purchase:**  
Blanket Purchase Order

**BUDGET:**

Funding is included in the FY 2020 and FY 2021 Adopted Budget.

Fund Name	Department Account No	Account No. Description	2-Year Budget Amount	2-Year Cost	Remaining Budget
Facilities	631.807000	Contractual Services	\$35,000	\$35,000	\$0

**RECOMMENDATION:**

It is recommended that authorize an increase to the blanket purchase order for Security Systems Services in the amount of \$10,000.00 for a new not-to-exceed amount of \$35,000.00 through July 31, 2021 to Security Designs, Inc., Livonia, MI.

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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