



**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: 2005-0880

TO: Mayor and City Council Members
FROM: Scott Cope, Building Department, 248.841.2445
DATE: December 19, 2005
SUBJECT: Plan Review Services

REQUEST:

City Council is requested to authorize a blanket purchase order to Code Source PC (Primary Vendor) and International Code Council Inc. (Secondary Vendor), to provide building, electrical, plumbing and mechanical plan review services for commercial and industrial projects in accordance with the State of Michigan Construction Codes for 2005-2006 in the amount not-to-exceed \$70,000 through December 31, 2006.

REASON FOR PURCHASE:

The City of Rochester Hills solicited proposals from qualified and experienced firms to assist the Building Department with building, electrical, plumbing and mechanical plan review services for commercial and industrial projects in accordance with the State of Michigan Construction Codes for 2005-2006. The City requires a contract with one or more qualified firms due to workload in order to provide the necessary services and meet departmental demands. During peak times, it may be necessary to use the services of a secondary vendor to maintain efficient plan review.

PROCESS:

Vendor Name and Address:

Code Source PC, 2939 Wilson SW – Suite 100, Grandville MI 49418
and
International Code Council Inc, 4051 W Flossmoor Road, Country Club Hills, IL 60478

Reason for Selection:

Best value and lowest cost.

Method of Purchase:

Blanket Purchase Order

BUDGET:

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
101- General Fund	371 – Building Department	801000 - Professional Services	\$35,000	\$70,000	(\$35,000)

RECOMMENDATION:

It is recommended that the City Council authorize a blanket purchase order to Code Source PC and International Code Council Inc., as Primary and Secondary Vendors, to provide building, electrical, plumbing and mechanical plan review services for commercial and industrial projects in accordance with the State of Michigan Construction Codes for 2005-2006 in the not-to-exceed amount of \$70,000 through December 31, 2006.

RESOLUTION

NEXT AGENDA ITEM

RETURN TO AGENDA

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		