



**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: 2010-0182

TO: Mayor and City Council Members
FROM: Ron Crowell, Fire Chief
DATE: April 20, 2010
SUBJECT: Emergency Dispatch Services

REQUEST:

City Council is requested to provide direction on the authorization of a blanket purchase order to Oakland County for emergency dispatch services in the amount not-to-exceed \$363,000.00 for three (3) years and authorization of the Mayor to execute a contract on behalf of the City and authorization of a transition plan project budget in the amount not-to-exceed \$250,000.00

BACKGROUND:

On September 14, 2009 the administration was directed by City Council to prepare a Request for Proposals (RFP) for Dispatch Services. The administration was further directed to have a report back to City Council by the end of April. A team, including Mayor Barnett, Jean Farris, Vince Foisy, Keith Sawdon, Scott Cope, Roger Rouse and Ron Crowell was established to work with Intertech Associates, the City's dispatch consultant, to develop a RFP and review subsequent proposals.

In response to its solicitation, the City received proposals from City of Auburn Hills, City of Rochester, and Oakland County Sheriff Department. All proposals were reviewed and scored by the evaluation team. Meetings and site visits with the highest scoring proposer, Oakland County Sheriff Department, were conducted. Additionally, numerous meetings were conducted with Oakland County Sheriff Department, internal City staff and the City Attorney in an effort to formulate a program to meet the needs of the Fire Department, City Departments and, most importantly, Rochester Hills residents. As this effort continued, a critical component was to balance sensitivity to City employees currently working in the City's Communication's Center.

Staff has fully investigated, researched and performed due diligence relative to the ability of Oakland County Sheriff Department to perform suitable emergency dispatch service for Rochester Hills. Oakland County Sheriff Department Dispatch has demonstrated a willingness to work with Rochester Hills Fire Department to coordinate efforts in transitioning and implementing emergency dispatch functions for the safety of City residents.

Although there are costs for the initial transition, the transfer of emergency dispatch services to Oakland County Sheriff Department will produce future cost savings for the City. It is anticipated approximately \$700,000 per year will be saved irrespective of capital equipment that may be needed.

The contract is Oakland County's standard contract for fire dispatch services utilized in approximately 10 other communities. Although the City has negotiated some revisions to the contract, at this point Oakland County

will not entertain further revisions or supplements to the document. A non-binding Letter of Understanding has been developed from the Oakland County Sheriff's Office addressing many of the operational functions.

PROCESS:

Vendor Name and Address:

Oakland County
 1200 N. Telegraph
 Pontiac, MI 48341

Reason for Selection:

Best Value

Method of Purchase:

Contract/ Blanket Purchase Order

BUDGET:

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget

A Budget Amendment will be forthcoming.

RECOMMENDATION:

It is recommended that the Rochester Hills City Council provide direction on the authorization of a blanket purchase order to Oakland County for emergency dispatch services in the amount not-to-exceed \$363,000.00 for three (3) years and authorization of the Mayor to execute a contract on behalf of the City and authorization of a transition plan project budget in the amount not-to-exceed \$250,000.00

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