



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: 2015-0296

**TO:** Mayor and City Council Members  
**FROM:** Scott Cope, Director Building and Facilities  
**DATE:** July 20, 2015  
**SUBJECT:** Rental Two (2) Temporary Housing Units

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**REQUEST:**

City Council is requested to authorize a blanket purchase order for the rental of two (2) temporary housing units in the amount not-to-exceed \$61,248.00 to Mobilease Modular Space, Inc., Pedricktown, New Jersey.

**REASON FOR PURCHASE:**

The City issued bids utilizing the MITN system for the rental of temporary housing units needed for the Fire Station projects. One (1) bid response was received. To evaluate and confirm that the pricing bid was fair and reasonable the City conducted market research to verify the pricing received. Based on budget estimates submitted to the City from vendors prior to bid letting, and research conducted, the cost bid to the City is significantly less than expected and has been determined to be fair and reasonable. Award is recommended to Mobilease Modular Space, Inc., as the lowest, responsive, responsible bid.

The temporary housing units are needed at Station #3 and #5 during the construction of the additions and interior renovations to the stations. They are designed to house three Fire Department staff members and will be positioned on the site to allow for continued uninterrupted emergency service to area residents. The staff, vehicles, and equipment for Fire Station #2 will be moved to the DPS Garage on Auburn Road in an effort to save the cost of a temporary housing unit and provide warm storage for the trucks and equipment while the apparatus bays go through major renovations. The construction at Stations #1 and #4 will be completed without the need to relocate staff.

**PROCESS:**

**Vendor Name and Address:**

Mobilease Modular Space, Inc.  
201 Route 130  
Pedricktown, NJ 08067

**Reason for Selection:**

Lowest, responsive, responsible bidder

**Method of Purchase:**

Blanket Purchase Order

**BUDGET:**

Funding is included in the FY 2015 Adopted Budget as part of the Fire Station Renovation project budget.

<b>Fund Name</b>	<b>Department Account No</b>	<b>Account No. Description</b>	<b>Remaining Budget Amount</b>	<b>Cost</b>	<b>Remaining Budget</b>
Facilities Fund	631.976000	Building Improvement	\$6,380,000	\$61,248	\$6,318,752

**RECOMMENDATION:**

City Council is requested to authorize a blanket purchase order for the rental of two (2) temporary housing units in the amount not-to-exceed \$61,248.00 to Mobilease Modular Space, Inc., Pedricktown, New Jersey.

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