



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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Legislative File No: 2024-0141

TO: Mayor and City Council Members

FROM: Mike Viazanko, Director Building/Facilities/Ordinance
Bill Fritz, P.E., Director Department of Public Services

DATE: March 18, 2024

SUBJECT: On-Call Plumbing Services

REQUEST:

City Council is requested to authorize a contract/blanket purchase order to Rolls Mechanical of Fenton, Michigan as primary vendor and USA Plumbing & Sewer Service Inc. of Washington, Michigan as secondary vendor for On-Call Plumbing Services in the amount not-to-exceed \$78,600.00 for a two-year term to expire February 28, 2026.

REASON FOR PURCHASE:

The City of Rochester Hills owns several buildings throughout the City maintained by the Facilities Department that require on-call repairs to the equipment in these properties, including the plumbing equipment. Additionally, the Department of Public Services (DPS) Water & Sewer division occasionally require the services of a licensed plumber for residential and commercial properties while performing their duties.

The Purchasing Division solicited competitively sealed proposals for On-Call Plumbing Services and an evaluation committee consisting of staff from Facilities and the DPS Meter Division recommended Rolls Mechanical of Fenton, Michigan as the vendor providing the best value who submitted the most responsive, responsible proposal. Rolls Mechanical has experience with working with the City's on various project in the past in a professional and satisfactory manner and is the primary vendor for these services. The City, as part of the solicitation requirements, also included the need for a secondary vendor as a backup for emergencies, in case for any reason the primary vendor may be unavailable or unable to respond in a timely manner when needed by the DPS Water & Sewer division when working within City residential and commercial properties. Based on the proposals received, the evaluation committee determined that USA Plumbing & Sewer Service Inc. of Washington would be the best value as a secondary vendor for when their services are needed, based on their qualifications, experience and fair and reasonable cost proposal.

PROCESS:

Vendor Name and Address:

Rolls Mechanical (Primary)
1490 Torrey Road
Fenton, Michigan 48430

USA Plumbing & Sewer Service Inc. (Secondary)
 11731 29 Mile Rd.
 Washington, Michigan 48095

Reason for Selection:
 Best Value

Method of Purchase:
 Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2024 Adopted Budget and the FY 2025 Projected Budget

Fund Name	Department Account No	Account No. Description	2-year Budget Amount	2-year Cost	Remaining Budget
Facilities	631.929000	Repairs & Maintenance	\$70,000	\$70,000	\$0
Water	530.807000	Contractual Services	\$8,600	\$8,600	\$0
		TOTAL	\$78,600	\$78,600	\$0

RECOMMENDATION:

Rochester Hills City Council is recommended to authorize a contract/blanket purchase order for on-call plumbing services to Rolls Mechanical of Fenton, Michigan as primary vendor and to USA Plumbing & Sewer Service Inc. of Washington, Michigan as secondary vendor in the amount not-to-exceed \$78,600.00 for a two-year term to expire February 28, 2026 and further authorizes the Procurement Manager to execute the contracts on behalf of the City.

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