



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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www.rochesterhills.org

Legislative File No: 2023-0166

TO: Mayor and City Council Members
FROM: Vince Foisy, Communications Systems Administrator
DATE: April 17, 2023
SUBJECT: Increase to Blanket Purchase Order for Security Systems Services

REQUEST:

City Council is requested to authorize an increase to the blanket purchase order for Security Systems Services in the amount of \$20,000.00 for a new not-to-exceed amount of \$45,000.00 through May 31, 2023 to Security Designs, Inc., Livonia, MI.

REASON FOR PURCHASE:

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, comparable contracts 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 replacement of the 3G Cellular Communicators due to end of life, additional work required at the new Borden Park Office, changes with the Clerks Department's addition, new cameras for the Farmhouse at the Museum, and additional panic buttons that impacted the blanket. These projects along with regularly scheduled work will result in a shortage on the current blanket to cover services until a new contract in June and will require City Council approval in order 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/Contract

BUDGET:

Funding is included in the FY 2023 Adopted Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.807006	Contractual Services	\$45,000	\$45,000	\$0

RECOMMENDATION:

It is recommended that authorize an increase to the blanket purchase order for Security Systems Services in the amount of \$20,000.00 for a new not-to-exceed amount of \$45,000.00 through May 31, 2023 to Security Designs, Inc., Livonia, MI.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
Deputy Clerk		

Contract Reviewed by City Attorney Yes N/A