



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: 2017-0548 Version 2

TO: Mayor and City Council Members

FROM: Scott Cope, Director Building/Ordinance/Facilities

DATE: December 2, 2019

SUBJECT: Increase to Blanket Purchase Order for Fire Suppression and Fire Alarm Plan Review and Inspections Services for 2018 and 2019

REQUEST:

City Council is requested to authorize an increase to the contract/blanket purchase order to Fire Safety Consultants, Inc., Elgin, Illinois for fire suppression and fire alarm plan review and inspection services in the amount of \$30,000.00 for a new not-to-exceed amount of \$255,000.00 through December 31, 2019.

REASON FOR PURCHASE:

The City of Rochester Hills solicited proposals in 2015 from qualified and experienced firms to assist the Building Department with fire suppression and fire alarm plan review and inspection services for commercial and industrial projects in accordance with the State of Michigan Constructions Codes. The plan review and inspection fees are reimbursed to the City by commercial and industrial developers. Award was made to Fire Safety Consultants, Inc., Elgin, Illinois as the primary vendor and Fire Savvy Consultants and Services, L.L.C. Commerce, Michigan as the secondary vendor at the December 4, 2017 meeting. The City has since that time terminated their agreement with Fire Savvy Consultants and Services, L.L.C. due to their inability to maintain required licenses and certifications in accordance with the contract. The City has continued to be very satisfied with the services being received from Fire Safety Consultants, Inc.

The requested increase is due to the amount of work that continues to come into the building department for plan review and inspections required related to these services. Please note that this is a pass through cost that is paid for by the fire suppression or fire alarm contractor receiving the services.

PROCESS:

Vendor Name and Address:

Fire Safety Consultants, Inc.
2420 Alft Lane, B100
Elgin, IL 60124

Reason for Selection:

Best Value

Method of Purchase:

Contract/Blanket Purchase Order

BUDGET:

Funding is included in the FY 2018 and FY 2019 Adopted Budgets

| Fund Name | Department Account No | Account No. Description | Budget Amount | Cost | Remaining Budget |
|------------------|------------------------------|--------------------------------|----------------------|-------------|-------------------------|
| General Fund | 371.801000 | Professional Services | \$255,000 | \$255,000 | \$0 |
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RECOMMENDATION:

It is requested that City Council authorize an increase to the contract/blanket purchase order to Fire Safety Consultants, Inc., Elgin, Illinois for fire suppression and fire alarm plan review and inspection services in the amount of \$30,000.00 for a new not-to-exceed amount of \$255,000.00 through December 31, 2019.

| 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