



**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 - 0190

TO: Mayor and City Council Members
FROM: Roger Rousse, Director of Public Services x-2497
DATE: April 21, 2010
SUBJECT: HVAC Preventative Maintenance and Repair Services Agreement

REQUEST:

City Council is requested to authorize a Blanket Purchase Order to K & S Ventures, Inc., of Rochester Hills, Michigan, for the purchase of a HVAC Preventative Maintenance and Repair Services Agreement for three (3) City owned buildings in the total amount not-to-exceed Eighty-Thousand (\$80,000) Dollars for a two-year term.

REASON FOR PURCHASE:

The City of Rochester Hills Purchasing Division solicited proposals from professional heating and cooling service companies to provide preventative maintenance and repair services for three (3) City buildings. After review and evaluation of the proposals, K& S Ventures, Inc. was selected as providing the best value proposed for HVAC Preventative Maintenance for the City at three (3) City owned facilities. K & S Ventures has performed HVAC services in the past in a professional and satisfactory manner. K & S Ventures will be required to perform necessary on-call repairs and required preventative maintenance as required by the City for the below noted facilities. In the past, twelve (12) preventative maintenance visits were performed on equipment; as a cost cutting measure, four (4) preventative maintenance visits will be performed by the Service Company with the Facilities Division Custodial staff performing the remainder of the work. The three (3) City owned buildings that the Service Company will be responsible for are:

City of Rochester Hills Municipal Building
1000 Rochester Hills Drive
Rochester Hills MI 48309

City of Rochester Hills
NEW Department of Public Services Garage (DPS Garage)
511 East Auburn
Rochester Hills MI 48307

Oakland County Sheriff Office Substation (OCSO Substation)
750 Barclay Circle
Rochester Hills MI 48307

PROCESS:

Vendor Name and Address:

K & S Ventures, Inc, 2767 Grant Ave., Rochester Hills, MI 48309

Reason for Selection:

Best value, most responsive, responsible vendor.

Method of Purchase:

2-year blanket purchase order

BUDGET:

Funds for HVAC Maintenance are included in the 2010 Budget and balance in future proposed budgets.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
631 Facilities Fund	631.807000	Contractual Services	\$12,890	\$12,890	-0-
631 Facilities Fund	631.929000	Repairs & Maintenance	\$26,350	\$27,110	(\$760)

RECOMMENDATION:

It is recommended that the Rochester Hills City Council authorize a Blanket Purchase Order to K & S Ventures, Inc, for the purchase of a HVAC Preventative Maintenance and Repair Services Agreement for three (3) City owned buildings in the total not-to-exceed amount of Eighty-Thousand (\$80,000) Dollars for a two-year period.

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