



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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Legislative File No: 2023-0061

TO: Mayor and City Council Members
FROM: Bill Fritz, P.E., Director of Public Services
DATE: February 27, 2023
SUBJECT: Increase to Blanket Purchase Order for Parts and Service for Pierce Fire Trucks

REQUEST:

City Council is requested to authorize an increase to the blanket purchase order for parts and service for Pierce fire trucks in the amount of \$15,000.00 for a new not-to-exceed amount of \$40,000.00 through June 30, 2023 to Halt Fire, Inc., Wixom, MI.

REASON FOR PURCHASE:

Halt Fire, Inc. is the sole source supplier for Pierce apparatus repair parts and service in the State of Michigan for the City's Fire Apparatus. The award was under the threshold for City Council approval and a blanket purchase order was issued in 2022 for an amount not to exceed \$25,000.

However, during the term, we've had a few costly repairs of our own, and many from other agencies with our insourcing that have caused us to spend more than in the past. Fire trucks have also become more sophisticated with specialized parts and more electronics that will continue to cost more when they fail. These increases has resulted in additional funding needed to be added to the blanket in order to pay the charges when they are billed and will require City Council approval to increase the blanket.

PROCESS:

Vendor Name and Address:

Halt Fire, Inc.
50168 West Pontiac Trail
Wixom, MI 48393

Reason for Selection:

Proprietary

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funds are included as part of the FY 2022 and FY 2023 Adopted Budgets.

Fund Name	Department Account No	Account No. Description	2-Year Budget Amount	2-Year Cost	2-Year Remaining Budget
Fleet Fund	661.938000	Maintenance: Vehicles	\$40,000	\$40,000	\$0
		TOTAL			

RECOMMENDATION:

City Council is requested to authorize an increase to the blanket purchase order for parts and service for Pierce fire trucks in the amount of \$15,000.00 for a new not-to-exceed amount of \$40,000.00 through June 30, 2023 to Halt Fire, Inc., Wixom, MI.

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

Contract Reviewed by City Attorney Yes N/A