



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: 2025-0303 V2

TO: Mayor and City Council Members

FROM: Mike Viazanko, Director Building/Facilities/Ordinance

DATE: June 8, 2026

SUBJECT: Increase to Blanket Purchase Order for Service & Overhead Door Maintenance Services

REQUEST:

City Council is requested to authorize an increase to the blanket purchase order / contract to Garrett Door Company, 300 W. Montcalm Street, Pontiac, Michigan, 48329 for service and overhead door maintenance services at City owned properties in the amount of \$12,000.00 for a new not-to-exceed amount of \$52,000.00 through September 30, 2026.

REASON FOR PURCHASE:

At their July 21, 2025 meeting, City Council authorized approval for the City to exercise the first renewal option of our agreement and extend the contract through September 30, 2026. The City has a one (1) year renewal option remaining on the agreement to allow extension of the contract through September 30, 2027.

An increase to the blanket purchase order is being requested due to the increased maintenance that was required at the DPS for the aging metal doors they had prior to the recent completion of the installation of the new lightweight, high-speed doors, as well as unbudgeted, unplanned emergency repairs that were required to the overhead doors at two (2) of the fire stations.

PROCESS:

Vendor Name and Address:

Garrett Door Company
300 W. Montcalm Street
Pontiac, MI 48329

Reason for Selection:

Responsive, responsible bidder

Method of Purchase:

Contract/Purchase Order

BUDGET:

Funding is included in the FY 2026 Adopted Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.807000	Contractual Services	\$52,000	\$52,000	\$0

RECOMMENDATION:

It is recommended that the City Council authorize an increase to the blanket purchase order / contract to Garrett Door Company, for the service and overhead door maintenance and repairs for City buildings in the amount of \$12,000 for a new not-to-exceed \$52,000 Dollars through September 30, 2026.

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