



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: 2024-0140

TO: Mayor and City Council Members
FROM: Mike Viazanko, Director Building/Ordinance/Facilities
DATE: April 8, 2024
SUBJECT: HVAC Preventative Maintenance & On-Call Services

REQUEST:

City Council is requested to authorize a blanket purchase order/contracts to K & S Ventures, Inc. of Rochester Hills, Michigan as primary vendor and W.J. O'Neil Company of Livonia, Michigan as secondary vendor for HVAC Preventative Maintenance & On-Call Services in the amount not-to-exceed \$380,000.00 for a two-year term to expire April 30, 2026.

REASON FOR PURCHASE:

The City of Rochester Hills owns several buildings throughout the City that require routine preventative maintenance and on-call services of the equipment in these facilities, including the heating, ventilation and cooling equipment (HVAC).

The City of Rochester Hills Purchasing Division solicited proposals utilizing the MITN system from professional heating and cooling service companies to provide preventative maintenance and on-call repair services for City buildings. Five proposal responses were received and evaluated by a committee consisting of staff from Facilities department. The proposal submitted by K & S Ventures, Inc. was selected as the vendor providing the best value who submitted the most responsive, responsible proposal. K & S Ventures, Inc. has experience with working with the City's on various projects in the past in a professional and satisfactory manner and is the primary vendor for these services.

The City, as part of the solicitation requirements, also included the need for a secondary vendor as a backup for emergencies, in case for any reason the primary vendor may be unavailable or unable to respond in a timely manner when needed by the Facilities division when working within City. Based on the proposals received, the evaluation committee determined that W. J. O'Neil Company of Livonia, Michigan would be the best value as a secondary vendor for when their services are needed, based on their qualifications, experience and capacity.

PROCESS:

Vendor Name and Address:

K & S Ventures, Inc. (Primary)
2925 Waterview Dr.
Rochester Hills, Michigan 48309

W.J. O’Neil Company (Secondary)
 35457 Industrial Road
 Livonia, Michigan 48150

Reason for Selection:
 Best Value

Method of Purchase:
 Blanket Purchase Order/Contracts

BUDGET:

Funding is included in the FY 2024 Adopted Budget and the FY 2025 Projected Budget

Fund Name	Department Account No	Account No. Description	2-Year Budget Amount	2-Year Cost	Remaining Budget
Facilities	631.807000	Contractual Services	\$150,000	\$150,000	\$0
Facilities	631.929000	Repairs & Maintenance	\$230,000	\$230,000	\$0
			\$380,000	\$380,000	\$0

RECOMMENDATION:

It is recommended that City Council authorize blanket purchase order/contracts for to K & S Ventures, Inc. of Rochester Hills, Michigan as primary vendor and W.J. O’Neil Company of Livonia, Michigan as secondary vendor for HVAC Preventative Maintenance & On-Call Services in the amount not-to-exceed \$380,000.00 for a two-year term to expire April 30, 2026 and further authorizes the Procurement Manager to execute the contracts on behalf of the City.

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