



**City of Rochester Hills
AGENDA SUMMARY
NON-FINANCIAL ITEMS**

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Legislative File No: 2009-0375

TO: Mayor and City Council Members
FROM: Leanne Scott, City Council Coordinator
DATE: September 16, 2009
SUBJECT: Creation of a Fire and EMS Dispatching and Communication Services Technical Review Committee

City Council, at their Regular Meeting of Monday, September 14, 2009 voted unanimously to adopt resolution RES0245-2009 to seek competitive bids, eliminate any duplication of services and identify cost efficiencies in the delivery of effective Fire Dispatch services by creating the following:

- 1) A City Council Subcommittee be formed with two (2) Council Members, the City's Supervisor of Procurement, the Fire Chief and other staff members as directed by the Mayor.
- 2) The Subcommittee be charged with the assembling of a Request for Proposal (RFP) seeking competitive bids for Fire Dispatch Services.
- 3) The Subcommittee shall return to City Council with a report of the results of the RFP by April 30, 2010.
- 4) The successful bidder, if awarded a contract, will give consideration for any open full-time positions to the City's existing Fire Dispatch personnel.
- 5) The RFP will require that the City of Rochester Hills will be provided with 24/7 dispatching services for all Rochester Hills Fire, EMS and Communication Services.
- 6) The issuing and receiving of an RFP for Dispatch Services does not obligate or require the City Council to award a contract, nor does it disallow continued negotiations with the bidder(s) who respond with responsive, responsible bid(s).
- 7) \$20,000 be added to the Third Quarter 2009 Budget Amendment for a consultant fee for the assembling, further review and analysis of an RFP.

Please review the attached committee composition for discussion and possible adoption at the September 21, 2009 meeting.

As always, if you have any questions or concerns, please do not hesitate to contact me.
