



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
248.656.4630  
[www.rochesterhills.org](http://www.rochesterhills.org)

---

Legislative File No: 2017-0548

**TO:** Mayor and City Council Members

**FROM:** Scott Cope, Director of Building/Facilities

**DATE:** December 4, 2017

**SUBJECT:** Fire Suppression and Fire Alarm Plan Review and Inspection Services for 2018 and 2019

---

**REQUEST:**

City Council is requested to authorize a contract/blanket purchase order to Fire Safety Consultants, Inc., Elgin Illinois, as primary vendor, and Fire Savvy Consultants and Services, L.L.C., Commerce, Michigan, as secondary vendor, for fire suppression and fire alarm plan review and inspection services in the amount of \$225,000.00 through December 31, 2019.

**REASON FOR PURCHASE:**

The City of Rochester Hills solicited proposals in 2015 from qualified and experienced firms to assist the Building Department with fire suppression and fire alarm plan review and inspection services for commercial and industrial projects in accordance with the State of Michigan Construction Codes. The plan review and inspection fees are reimbursed to the City by commercial and industrial developers.

Proposals were reviewed by an evaluation committee consisting of staff from the Building Department, who recommended award of the contract to Fire Safety Consultants to perform the required services based on qualifications and experience of staff proposed to work on the City's projects and as providing best value for the City. Fire Savvy Consultants and Services, L.L.C., Commerce, Michigan was selected as secondary vendor, for back-up services.

Both vendors have performed the noted services in the past in a professional and satisfactory manner. The City of Rochester Hills wishes to exercise its option to renew for 2018 and 2019. Both vendors have agreed to extension of the contract with all pricing, terms and conditions remaining unchanged.

Please note that this is a pass through cost that is paid for by the fire suppression or fire alarm contractor receiving the services.

**PROCESS:**

**Vendor Name and Address:**

Fire Safety Consultants, Inc.  
2420 Alft Lane, B100  
Elgin, IL 60124

Fire Savvy Consultants and Services, L.L.C.  
2655 Oakley Park, Suite 103  
Commerce, MI 48390

**Reason for Selection:**

Qualifications, Experience, Best Value

**Method of Purchase:**

Contract/Blanket Purchase Order

**BUDGET:**

Funding is included in the FY 2018 Adopted Budget and FY 2019 Projected Budget.

Fund Name	Department Account No	Account No. Description	2-Year Budget Amount	2-Year Cost	2-Year Remaining Budget
General Fund	371.801000	Building – Professional Services	\$225,000	\$225,000	\$0

**RECOMMENDATION:**

It is recommended that the Rochester Hills City Council award a blanket purchase order/contract for fire suppression and fire alarm plan review and inspection services for 2018 and 2019 to Fire Safety Consultants, Inc., Elgin, Illinois, as primary vendor, and Fire Savvy Consultants and Services, L.L.C., Commerce, Michigan, as secondary vendor, in the amount not-to-exceed amount \$225,000.00 through December 31, 2019 and further authorizes the Mayor to execute a contract on behalf of the City.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
Deputy Clerk		