



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: 2015-0530 Version 3

TO: Mayor and City Council Members

FROM: Scott Cope, Director of Building/Facilities

DATE: February 26, 2018

SUBJECT: Increase to Blanket Purchase Order for Fire Suppression and Fire Alarm Plan Review and Inspection Services for 2016 and 2017

REQUEST:

City Council is requested to authorize an increase to the 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 \$1,500.00 for a new not-to-exceed amount of \$226,500.00 through December 31, 2017.

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 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 a Building Department evaluation team, 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. City Council approved this recommendation at its December 2, 2015 Regular Meeting.

The requested increase is due to the large volume of projects under construction in the City. 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 Aft 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 2017 Budget.

The account 371.801000 has enough funds remaining from other items that are under budget to cover this overage of \$1,500.

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	\$226,500	(\$1,500)

RECOMMENDATION:

It is recommended that the Rochester Hills City Council authorize an increase to the 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 \$1,500.00 for a new not-to-exceed amount of \$226,500.00 through December 31, 2017.

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