



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: 2025-0120

**TO:** Mayor and City Council Members  
**FROM:** Mike Viazanko, Director Building/Facilities/Ordinance  
**DATE:** April 7, 2025  
**SUBJECT:** Generator Preventative Maintenance

---

**REQUEST:**

City Council is requested to authorize a blanket purchase order/contract for generator preventative maintenance and repairs to Ancona Controls, Inc. in Wixom, Michigan for a three-year term, in the amount not-to-exceed \$90,000.00 and further authorize the Procurement Manager to execute an agreement on behalf of the City.

**REASON FOR PURCHASE:**

The City requires the need for a qualified and experienced contractor to perform inspections, preventative maintenance and repairs on natural gas and diesel generators for various City-owned buildings and the lift stations.

The City issued a solicitation in 2024 for generator preventative maintenance and repair services utilizing the MITN system. Four proposals responses were received and evaluated by a committee consisting of staff from Facilities, DPS, and Building. In review of the proposal responses, Ancona Controls was unanimously recommended as the best value proposal, based on their customer service approach, response time, capacity to provide the required services based on their staffing levels, proposed methodology for annual maintenance inspections, and repairs. The contract term is for three years.

**PROCESS:**

**Vendor Name and Address:**

Ancona Controls, Inc.  
28021 Grand Oaks Court  
Wixom, MI 48393

**Reason for Selection:**

Best Value

**Method of Purchase:**

Contract/Blanket Purchase Order

**BUDGET:**

Funding is included in the FY 2025 Adopted Budget and Projected 2026-2027 Budget.

Fund Name	Department Account No	Account No. Description	3-Year Budget Amount	3-Year Cost	Remaining Budget
Facilities	631.807000	Contractual Services	\$90,000	\$90,000	\$0

**RECOMMENDATION:**

It is recommended that City Council authorize a blanket purchase order/contract for generator preventative maintenance and repairs services for the City in the amount not-to-exceed \$90,000.00 for a three-year term to expire March 31, 2027 to Ancona Controls, Inc, Michigan and further authorizes the Procurement Manager to execute a contract 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