



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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Legislative File No: 2024-0625

TO: Mayor and City Council Members

FROM: Todd Gary, Chief of Fire and Emergency Services

DATE: December 16, 2024

SUBJECT: Increase to Blanket Purchase Order for Fire Aerial and Ground Ladder Testing

REQUEST:

City Council is requested to authorize an increase to the blanket purchase order for annual Fire Aerial and Ground Ladder Testing in the amount of \$2,000.00 for a new not to exceed amount of \$26,000.00 to National Hose Testing Specialties, Wyoming, Michigan.

REASON FOR PURCHASE:

The City solicited on the MITN in 2021 for qualified firms to provide the required annual aerial and ground ladder testing in accordance with current National Fire Protection Association (NFPA) standards for a three-year term to expire December 31, 2024. The City received one quote from National Hose Testing Specialties of Wyoming, Michigan.

The award was under the threshold for City Council approval and a blanket purchase order was issued for a three-year term in the amount not to exceed \$24,000. This year the amount of fire aerial and ground ladder testing exceeded the estimated amount resulting in a shortage on the blanket. The additional funds requested will cover invoices during the current contract period until a new contract in January and will require City Council approval in order to increase the blanket.

PROCESS:

Vendor Name and Address:

National Hose Testing Specialties, Inc.
3941 Eastern Avenue
Wyoming, MI 49508

Reason for Selection:

Lowest, responsive, responsible quote

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funding is included in the FY 2022-2024 Adopted Budgets

Fund Name	Department Account No	Account No. Description	3-Year Budget Amount	3-Year Cost	Remaining Budget
Fire	339.807000	Contractual Services	\$30,000	\$26,000	\$4,000

RECOMMENDATION:

It is recommended that authorize an increase to the blanket purchase order for annual aerial and ground ladder testing to National Hose Testing Specialists, Inc., Wyoming, Michigan, in the amount of \$2,000.00 for a new not-to-exceed amount of \$26,000.00 through December 31, 2024.

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