



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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Legislative File No: 2011-0519

TO: Mayor and City Council Members

FROM: Scott Cope, x-2445

DATE: November 21, 2011

SUBJECT: Fire Suppression and Fire Alarm Plan Review
and Inspection Services for 2012 and 2013

REQUEST:

City Council is requested to authorize a blanket purchase order to Fire Safety Consultants, Inc. for Fire Suppression and Fire Alarm Plan Review & Inspection Services in the not-to-exceed total of \$100,000 (One Hundred Thousand) Dollars for a term to expire on December 31, 2013.

REASON FOR PURCHASE:

The City of Rochester Hills solicited proposals 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.

Request for proposals were opened and solicited on October 11, 2011, an Evaluation Team reviewed the proposals and Fire Safety Consultants was selected to perform the services for a two (2) year term to expire on December 31, 2013.

At this time, the City requires the services of Fire Safety Consultants to provide the necessary services and meet departmental demands. Building Department staff has provided these services in the past; however, at this time the Building Department does not have personnel qualified to perform this work.

PROCESS:

Vendor Name and Address:

Fire Safety Consultants, Inc., 2420 Alft Lane, Elgin, Illinois 60124

Reason for Selection:

Most responsible, responsive vendor providing best value.

Method of Purchase:

Blanket Purchase Order

BUDGET:

Expenditures for Fire Suppression and Fire Alarm Plan Review and Inspection Services have been budgeted under Professional Services. The blanket purchase term is 24-months over two (2) fiscal years (2012 and 2013).

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
101-General Fund	371 - Building Department	801000 - Professional Services	\$50,000 Year 2012	\$50,000	-0-
101-General Fund	371 - Building Department	801000 - Professional Services	\$50,000 Year Proposed 2013	\$50,000	-0-

RECOMMENDATION:

It is recommended that the Rochester Hills City Council authorize a blanket purchase order to Fire Safety Consultants, Inc., of Elgin, Illinois, for the purchase of Fire Suppression and Fire Alarm Plan Review and Inspection Services, in the not-to-exceed total of One Hundred Thousand (\$100,000) Dollars through December 31, 2013.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		