



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)

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Legislative File No: 2024-0022

**TO:** Mayor and City Council Members  
**FROM:** Rochelle Lyon, Director Management Information Systems  
**DATE:** January 22, 2024  
**SUBJECT:** Network Support Services

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**REQUEST:**

City Council is requested to authorize a blanket purchase order for Network Support Services to IT Solutions Group, Novi, Michigan in the amount not-to-exceed \$310,000.00 through January 30, 2026.

**REASON FOR PURCHASE:**

The City issued a Request for Network Support Services in 2021. The contract called for a three (3) year initial term, with the option to renew for an additional two (2) years providing all terms and conditions remain the same. IT Solutions Group (ITSG) has agreed to extend the agreement for the additional two (2) years. ITSG will provide network services related to updates and patch management to our storage and server virtualization systems, security systems, network switches and our server and disaster recovery environments.

The City is recommending exercising this renewal clause based on the satisfactory services we have received, along with ITSG's understanding of our network, their experience with our networking and security systems, and their overall cost structure, which remain competitive in the market based on research conducted by the City's Purchasing staff.

**PROCESS:**

**Vendor Name and Address:**

IT Solutions Group  
41039 S. McMahan  
Novi, MI 48375

**Reason for Selection:**

Best Value

**Method of Purchase:**

Blanket Purchase Order

**BUDGET:**

Funding is included in the FY 2024 Adopt Budget and the FY 2025 Projected Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
MIS	636.801000	Professional Services	\$310,000	\$310,000	\$0

**RECOMMENDATION:**

It is recommended that City Council is requested to authorize a blanket purchase order for Network Support Services to IT Solutions Group, Novi, Michigan in the amount not-to-exceed \$310,000.00 through January 30, 2026.

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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