



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
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[www.rochesterhills.org](http://www.rochesterhills.org)

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Legislative File No: 2024-0082 Version 2

**TO:** Mayor and City Council Members  
**FROM:** Mike Viazanko, Director Building/Facilities/Ordinance  
**DATE:** November 11, 2024  
**SUBJECT:** Increase to Blanket Purchase Order for Generator Preventative Maintenance

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**REQUEST:**

City Council is requested to authorize an increase to the blanket purchase order for Generator Preventative Maintenance & Repair Services in the amount of \$7,500.00 for a new not-to-exceed amount of \$37,500.00 through March 31, 2025 to American Generator Sales & Service, Waterford, Michigan.

**REASON FOR PURCHASE:**

The City solicited on the MITN for sealed proposals for Generator Preventative Maintenance & Repair Services for qualified and experienced vendor to perform routine inspections, preventative maintenance and repairs on the natural gas and diesel generators for various City-owned buildings and the lift stations. An evaluation committee reviewed the proposals received and selected American Generator Sales & Services as providing the best value for the City based on their excess capacity, ability to do the work, low price.

City Council approved the current one-year renewal contract in February for \$30,000.00. However, during the past 7 months, there were unexpected repairs including the generator control and driver board issues at the OCSO; throttle issues at both Fire Station 2 and 3 generators; along with replacement of fuel injectors and oil leak repair of the DPS Garage generator that impacted the blanket. These projects have resulted in additional funding needed in order to maintain the preventative maintenance program and other repairs needed until the contract expires March 31, 2025.

**PROCESS:**

**Vendor Name and Address:**

American Generators Sales & Service  
6158 Delfield Drive, Suite C  
Waterford, MI 48329

**Reason for Selection:**

Best Value

**Method of Purchase:**

Blanket Purchase Order/Contract

**BUDGET:**

Funding is included in the FY 2024 and 2025 Adopted Budgets

<b>Fund Name</b>	<b>Department Account No</b>	<b>Account No. Description</b>	<b>Budget Amount</b>	<b>Cost</b>	<b>Remaining Budget</b>
Facilities	631.807000	Contractual Services	\$40,000	\$37,500	\$2,500
		<b>Total</b>	<b>\$40,000</b>	<b>\$37,500</b>	<b>\$2,500</b>

**RECOMMENDATION:**

It is recommended that the Rochester Hills City Council authorize an increase to the blanket purchase order/contract to for Generator Preventative Maintenance & Repair Services in the amount of \$7,500.00 for a new not-to-exceed amount of \$37,500.00 through March 31, 2025.

<b>APPROVALS:</b>	<b>SIGNATURE</b>	<b>DATE</b>
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
Deputy Clerk		

Contract Reviewed by City Attorney       Yes       N/A