



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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www.rochesterhills.org

Legislative File No: 2026-0149

TO: Mayor and City Council Members
FROM: Mike Viazanko, Director Building/Ordinance/Facilities
DATE: April 13, 2026
SUBJECT: Fire Suppression and Fire Alarm Plan Review and Inspection Services

REQUEST:

City Council is requested to authorize a contract/blanket purchase order to Fire Safety Consultants, Inc., Elgin, Illinois for fire suppression and fire alarm plan review and inspection services in the amount not-to-exceed \$135,000.00 for a one (1) year contract term and further authorizes the Procurement Manager to execute an agreement on behalf of the City.

REASON FOR PURCHASE:

On February 7, 2023, the City of Rochester Hills solicited proposals from qualified and experienced firms to assist the Building Department with fire suppression and fire alarm plan review and inspection services for commercial and industrial projects in accordance with the State of Michigan Construction Codes utilizing the MITN system. Two (2) proposal responses were received. A committee consisting of staff from the Building Department reviewed the proposals received and recommended award of the contract to Fire Safety Consultants, Inc., Elgin, Illinois based on their qualifications and experience, capacity to perform the work, ability to meet City turnaround requirements and overall best value cost proposal. City Council authorized the award at their March 20, 2023 meeting. The Building Department wishes to exercise the one-year renewal option for this agreement.

The City has utilized Fire Safety Consultants Inc., over the past few years and has been satisfied with the services received. The plan review and inspection fees are reimbursed to the City by commercial and industrial developers.

PROCESS:

Vendor Name and Address:

Fire Safety Consultants, Inc.
2420 Alft Lane, B100
Elgin, IL 60124

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2026 Adopted Budget. The plan review and inspection fees are reimbursed to the City by commercial and industrial developers.

Fund Name	Department Account No	Account No. Description	1-Year Budget Amount	1-Year Cost	Remaining Budget
General Fund: Building Department	371.801000	Professional Services	\$135,000	\$135,000	\$0

RECOMMENDATION:

It is recommended that City Council authorize a contract/blanket purchase order to Fire Safety Consultants, Inc., Elgin, Illinois for fire suppression and fire alarm plan review and inspection services in the amount not-to-exceed \$135,000.00 for a one (1) year contract term and further authorizes the Procurement Manager to execute an agreement 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