



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: 2025-0324

TO: Mayor and City Council Members

FROM: Todd Gary, Fire Chief/ Emergency Services Director

DATE: August 11, 2025

SUBJECT: Increase to Blanket Purchase Order for Turnout Gear, Pants, Boots

REQUEST:

City Council is requested to authorize an increase to the blanket purchase order for Turnout Gear, Pants, and Boots in the amount of \$5,500.00 for a new not-to-exceed amount of \$30,500.00 to MacQueen, St. Paul, Minnesota.

REASON FOR PURCHASE:

The Fire Department previously received approval for a one-year blanket purchase order in the amount of \$25,000.00 to outfit new firefighters and replace existing required gear as needed. This blanket purchase order covers essential turnout gear, including pants and boots.

Recently, replacement firefighter boots were needed. Upon invoicing, it was determined that the current blanket purchase order did not have sufficient remaining funds to cover the cost of these necessary boots. To address this shortfall and ensure the continuous outfitting of our firefighters with essential gear, the Fire Department requested an additional \$5,500.00 be added to the blanket. This increase will allow for the complete payment of the invoice, along with any other turnout gear needed.

PROCESS:

Vendor Name and Address:

MacQueen
1125 7th Street
St. Paul, Minnesota 55106

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funding is included in the FY 2025 Adopted Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Fire Capital	402.748000	Operating Equipment	\$31,000	\$30,500	\$500

RECOMMENDATION:

It is recommended that City Council authorize an increase to the blanket purchase order for the purchase of Turnout Gear, Pants, Boots to Macqueen, St. Paul, Minnesota, in the amount of \$5,500.00 for a new not-to-exceed purchase amount of \$30,500.00.

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