



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2025-0167

TO: Mayor and City Council Members

FROM: Mike Viazanko, Director Building/Facilities/Ordinance

DATE: April 28, 2025

SUBJECT: Fire Suppression Systems Inspections, Testing and Maintenance Services

REQUEST:

City Council is requested to authorize the issuance of a contract / blanket purchase order to Shambaugh & Son, LP, of Southfield, Michigan for Fire Suppression Systems Inspections, Testing and Maintenance Services for City-owned properties in the amount not-to-exceed \$118,500.00 for a three-year term through April 30, 2028.

REASON FOR PURCHASE:

The City of Rochester Hills owns several buildings throughout the City that require routine inspections and maintenance of the equipment in these facilities, including the fire suppression systems.

The Purchasing Division solicited competitively sealed proposals for Fire Suppression Systems Inspections, Testing and Maintenance Services on the MITN website. Four proposal responses were received and evaluated by a committee comprised of Facilities and Building Department staff. Award is recommended to Shambaugh & Son, LP as providing the best value, responsive, responsible proposal for the services needed during the term of the contract.

PROCESS:

Vendor Name and Address:

Shambaugh & Son, LP
21661 Melrose Avenue
Southfield, MI 48075

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2025 Adopted Budget and the FY 2026-2027 Projected Budgets

| Fund Name | Department Account No | Account No. Description | 3-Year Budget Amount | 3-Year Cost | Remaining Budget |
|------------|-----------------------|-------------------------|----------------------|-------------|------------------|
| Facilities | 631.807000 | Contractual Services | \$118,500 | \$118,500 | \$0 |
| | | Total | \$118,500 | \$118,500 | \$0 |

RECOMMENDATION:

It is recommended that City Council authorize blanket purchase order/contract to Shambaugh & Son, LP of Southfield, Michigan for Fire Suppression Systems Inspections, Testing and Maintenance Services for City-owned properties in the amount not-to-exceed \$118,500.00 for a three-year term through April 30, 2028 and further authorize the Procurement Manager to execute a contract 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