



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: 2026-0052

**TO:** Mayor and City Council Members

**FROM:** Rochelle Lyon, Director Management Information Systems

**DATE:** February 9, 2026

**SUBJECT:** Network Support Services for Transition

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**REQUEST:**

City Council is requested to authorize a blanket purchase order to provide Network Support Services for continuity of services to allow the transition to a new provider, to IT Solutions Group, Novi, Michigan (the City's current Network Support Services Contractors) in the amount not-to-exceed \$39,570.00 through April 1, 2026.

**REASON FOR PURCHASE:**

The City issued a Request for Network Support Services and has recommended award to a new provider. Due to this recommended transition the City will require interim services for the transfer of knowledge and services until the complete transition can be completed. The City is recommending authorization of this short-term, interim, blanket purchase order to IT Solutions Group, as the City's current provider to allow for the complete transition of all services to the new provider through April 1, 2026. IT Solutions Group has provided the City with a proposal and quoted price of \$39,570.00 to provide the needed services.

**PROCESS:**

**Vendor Name and Address:**

IT Solutions Group  
41039 S. McMahon  
Novi, MI 48375

**Reason for Selection:**

Best Value

**Method of Purchase:**

Blanket Purchase Order

**BUDGET:**

Funding is included in the FY 2026 Adopted Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
MIS	636.801000	Professional Services	\$39,570	\$39,570	\$0

**RECOMMENDATION:**

City Council is requested to authorize a blanket purchase order to provide Network Support Services for continuity of services to allow the transition to a new provider, to IT Solutions Group, Novi, Michigan (the City's current Network Support Services Contractors) in the amount not-to-exceed \$39,570.00 through April 1, 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