



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: 2022-0175

TO: Mayor and City Council Members
FROM: Mike Viazanko, Director Building/Facilities/Ordinance
DATE: April 25, 2022
SUBJECT: Permit Guide and Virtual Inspection Tool

REQUEST:

City Council is requested to authorize the issuance of a contract / blanket purchase of a Permit Guide and Virtual Inspection Tool to Camino, Inc., 2261 Market Street #4302, San Francisco, CA 94114 in the amount of \$10,000.00 per year for a not-to-exceed of \$30,000.00 for a three year term to expire April 30, 2025.

REASON FOR PURCHASE:

Camino is a virtual inspection program that will allow our customers and inspectors the option to perform virtual inspections using any device. Camino's Virtual Inspection solution is 100% hosted and does not require any dedicated hardware or software to work. As long as the inspectors have a microphone on their computers or laptops, they can start using the tool. Inspectors do not need to travel onsite, helping save money on gas, equipment, and personnel. Inspections can be conducted remotely at any place and at any time, with no app downloads required. The entire inspection is recorded and stored securely in the cloud.

The Camino Guide, another feature this program provides, is an informational resource that serves as a virtual 'pre-meeting' for anybody thinking about starting a building project. After first answering a series of questions, applicants will automatically receive a customized guide containing their timeline, fees, and process for successful project completion. The Guide will also integrate with existing GIS systems to let the applicant know whether their project is allowed in the selected zoning.

The City utilizes cooperative contracts that can meet the requirements of the Purchasing Department as a resource for savings. Omnia Partners in conjunction with Fairfax County, VA as the lead agency issued and awarded a competitive solicitation to Insight Public Sector, Inc. for Technology Products, Services, Solutions and Related Products and Services. Camino, Inc. is one of available suppliers of the technology products listed under the cooperative contract. In evaluating the purchase of this item, the City evaluated other cooperative contract pricing and determined the Omnia Partners cooperative program was the lowest cost available and recommend award of the permit guide and virtual inspection tool to Camino, Inc.

The annual cost is \$10,000.00 per year for a not-to-exceed total of \$30,000.00 for the three year term.

PROCESS:

Vendor Name and Address:

Camino, Inc.
2261 Market Street, # 4302
San Francisco, CA 94114

Reason for Selection:

Omnia Partners National Cooperative

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2022 Adopted Budget and the FY 2023-2024 Projected Budgets

Fund Name	Department Account No	Account No. Description	3-Year Budget Amount	3-Year Cost	Remaining Budget
General Fund	371.801000	Building – Professional Services	\$30,000	\$30,000	\$0

RECOMMENDATION:

It is recommended that City Council authorize blanket purchase order/contract Permit Guide and Virtual Inspection Tool to Camino, Inc., 2261 Market Street #4302, San Francisco, CA 94114 in the amount of \$10,000.00 per year for a not-to-exceed of \$30,000.00 for a three year term to expire April 30, 2025 and further authorize the Mayor to execute a contract on behalf of the City.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Clerk		

Contract Reviewed by City Attorney Yes N/A