



## Legislation Details (With Board Report)

**File #:** A 22-418      **Name:** Amendment No. 3 to Agreement No. A-14427 with Accela, Inc.

**Type:** BoS Agreement      **Status:** Passed

**File created:** 7/15/2022      **In control:** Board of Supervisors

**On agenda:** 7/26/2022      **Final action:** 7/26/2022

**Title:** a. Approve Amendment No. 3 to Agreement No. A-14427 with Accela, Inc., to correct the not to exceed amount from \$1,108,746.85 to \$2,127,744.16 retroactively to July 1, 2022, to continue to provide implementation, hosting and maintenance for the subscription services for the Accela software product (“services”) with no change in the term from June 27, 2019 through June 30, 2025 or to the Scope of Services;  
b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 3 and future amendments to the Agreement where the scope of work is not changed significantly and do not exceed ten percent (10%) of the total Agreement amount.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Board Report, 2. Attachment 1 - Amendment No. 3, 3. Attachment 2 - Amendment No. 2, 4. Attachment 3 - Amendment No. 1, 5. Attachment 4 - Non-Standard Agreement, 6. Completed Board Order Item No. 53

Date	Ver.	Action By	Action	Result
7/26/2022	1	Board of Supervisors	approved	Pass

a. Approve Amendment No. 3 to Agreement No. A-14427 with Accela, Inc., to correct the not to exceed amount from \$1,108,746.85 to \$2,127,744.16 retroactively to July 1, 2022, to continue to provide implementation, hosting and maintenance for the subscription services for the Accela software product (“services”) with no change in the term from June 27, 2019 through June 30, 2025 or to the Scope of Services;  
b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 3 and future amendments to the Agreement where the scope of work is not changed significantly and do not exceed ten percent (10%) of the total Agreement amount.

**RECOMMENDATION:**

It is recommended that the Board of Supervisors:

a. Approve Amendment No. 3 to Agreement No. A-14427 with Accela, Inc., to correct the not to exceed amount from \$1,108,746.85 to \$2,127,744.16, retroactively to July 1, 2022, to continue to provide implementation, hosting and maintenance for the subscription services for the Accela software product (“services”) with no change in the term of June 27, 2019 through June 30, 2025 or the Scope of Services;  
b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 3 and future amendments to the Agreement where the scope of work is not changed significantly and does not exceed ten percent (10%) of the total Agreement amount.

**SUMMARY/DISCUSSION:**

The County of Monterey (County) has utilized the services of Accela, Inc. (Accela) since 2008. On June 27, 2019, the Monterey County Board of Supervisors (BOS) authorized the County to enter into a Non-Standard Agreement (NSA) with Accela to upgrade from the Accela perpetual license model to the Accela subscription software services to provide more efficient and cost-effective services.

The services have allowed agencies to reduce workloads, increase efficiencies, and provide citizens and businesses with convenient access to online government services. The County has a continued need for these services.

On May 6, 2022 the County and the Contractor entered into Amendment No. 2. Amendment No. 2 (Attachment 2) extended the term of the Agreement to June 30, 2025, increased the not to exceed amount by \$89,749.54 to \$1,108,746.85, and added Exhibit A-2. Due to a calculation error, it is necessary to increase the amount by 1,018,997.31 for a new not to exceed amount of \$2,127,744.16.

OTHER AGENCY INVOLVEMENT:

The Offices of the County Counsel-Risk Management and Auditor-Controller have reviewed Amendment No. 3 as to form and legality and fiscal provisions, respectively.

FINANCING:

The cost of the service is included in the FY2022-23 Adopted Budget for Housing and Community Development Unit 8543, Appropriation Unit HCD002.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The recommended action supports the BOS Strategic Initiatives for Economic Development and Administration by allowing County staff to continue to utilize the permitting software to assist County residents and other support staff with projects/requests to improve the quality of life for all County residents and support economic development results.

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Kathy Nielsen, Management Analyst II, 755-4832

Approved by: Lori Woodle, Finance Manager I, 759-6682

Approved by: Erik V. Lundquist, AICP, HCD Director

The following attachments are on file with the Clerk of the Board:

- Attachment 1 - Amendment No. 3
- Attachment 2 - Amendment No. 2
- Attachment 3 - Amendment No. 1
- Attachment 4 - Non-Standard Agreement