



# County of Monterey

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Board Report

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**File #:** A 15-344, **Version:** 1

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- a. Approve Amendment No. 4 to Agreement No. A-11132 with Accela, Inc. to provide report training for the Accela Automation software product in the amount of \$4,560 for a total amount not to exceed \$2,445,051, for a term to March 30, 2016; and
- b. Authorize the Contracts/Purchasing Officer or his designee to execute Amendment No. 4 to Agreement No. A-11132 and future amendments to the Agreement where the amendments do not significantly alter the scope of work or change the approved Agreement amount.

### PROJECT INFORMATION:

Planning File Number: N/A

Consultant: Accela, Inc.

Project Name: Accela Automation Software Product

Planner: Jackson Dy, Departmental Information Systems Manager

Plan Area: N/A

### RECOMMENDATIONS:

It is recommended that the Board of Supervisors:

- a. Approve Amendment No. 4 to Agreement No. A-11132 with Accela, Inc. to provide report training for the Accela Automation software product in the amount of \$4,560 for a total amount not to exceed \$2,445,051, for a term to March 30, 2016; and
- b. Authorize the Contracts/Purchasing Officer or his designee to execute Amendment No. 4 to Agreement No. A-11132 and future amendments to the Agreement where the amendments do not significantly alter the scope of work or change the approved Agreement amount.

### SUMMARY:

See Attachment A - Summary of Agreement. The original Agreement No. A-11132 allowed for purchase, configuration and operation of the Accela Automation permit tracking system through calendar year 2012. Amendments since that time covered extending the term, adding annual maintenance costs for the extended term, and purchase of additional licenses for the software product.

### DISCUSSION:

Amendment No. 4 allows Accela, Inc. to provide report training to County staff on the Accela Automation software product. Amendment No. 4 will increase this Agreement by \$4,560, for a total amount not to exceed \$2,445,051.

### OTHER AGENCY INVOLVEMENT:

The following offices have reviewed and approved Amendment No. 4 as to form and legality, and fiscal provisions, respectively:

Office of the County Counsel

Auditor-Controller's Office

Information Technology Department Office

FINANCING:

There is no additional impact to the General Fund. There are sufficient funds appropriated under the Fiscal Year (FY) 2015-16 Adopted Budget within RMA - Planning 001-3000-8172-RMA 001, RMA - Building Services 001-3000-8170-RMA 011, and RMA - Administration 001-3000-8222-RMA 013 for the training.

Prepared by: Jackson Dy, Departmental Information Systems Manager

Approved by: Mike Novo, AICP, Director of Planning, Ext. 5192

Daniel Dobrilovic, Acting Building Official, Ext. 5962

Carl P. Holm, AICP, Resource Management Agency Director

Attachments are on file with the Clerk of the Board.

Attachments:

Attachment A - Summary of Agreement; Amendment No. 4 to Agreement with Accela, Inc.

Attachment B - Amendment No. 4 to Agreement

Attachment C - Agreement and Prior Amendments 1 - 3