




**COUNTY OF EL DORADO
ENVIRONMENTAL MANAGEMENT DEPARTMENT**

Date: December 4, 2023

To: Board of Supervisors

From: Jeffrey Warren, REHS, Director of Environmental Management 

Subject: Retroactive Contracts for Union Mine Landfill & Treatment Site

The purpose of this memo is to provide your Board with an update regarding the forthcoming item (23-2141 on 12/12/23) for a retroactive contract for EMDs software licensing through Accela (EnvisionConnect). The contracts for Accela expired on October 31, 2023.

A new, one year contract with a term beginning November 1, 2023, and ending October 31, 2024, and a not to exceed amount of \$53,077.39 was drafted based upon Accela's proposal and standard County Contract language and submitted to Accela Decade for partial execution on 10/23/2023. On October 26, 2023, Accela notified the County that their legal team was performing a review of the contract. Minimal changes were requested and negotiated, and the partially executed contract was returned to our Procurement and Contracts team on November 8, 2023.

As this is a software support services Agreement, services began on November 1, 2023, and the Agreement could not be changed to reflect a later start date as the licenses were already in use. Accela is currently offering the services and have partially executed an Agreement with a retroactive term start date of November 1, 2023.

If the Board chooses to deny the approval of the agreement, it will result in the contract ending with Accela along with the termination of all support for services as well as a balance owed for the term used. This would limit Environmental Management from making any enhancements to the services provided to the public.

Please feel free to reach out to me with any questions or concerns.

Cc: Tiffany Schmid, Chief Administrative Officer
Jennifer Franich, Deputy Chief Administrative Officer