



## Legislation Details (With Text)

**File #:** 22-1581      **Version:** 1

**Type:** Agenda Item      **Status:** Approved

**File created:** 8/25/2022      **In control:** Board of Supervisors

**On agenda:** 10/11/2022      **Final action:** 10/11/2022

**Title:** Environmental Management Department recommending the Board approve and authorize the Chair to sign Amendment 1 to Agreement for Services 4911 with Accela, Inc. for the provision of EnvisionConnect software licensing and support services to increase the not-to-exceed amount by \$48,694.89 and to extend the term by one (1) year.

FUNDING: Non-General Fund / Permit Fees.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A. Blue Route- Approved, 2. B. Amdt 1 to Agreement 4911- PE, 3. C. 4911 FE Agreement, 4. Executed Amendment 1 to Agreement 4911

Date	Ver.	Action By	Action	Result
10/11/2022	1	Board of Supervisors	Approved	Pass

Environmental Management Department recommending the Board approve and authorize the Chair to sign Amendment 1 to Agreement for Services 4911 with Accela, Inc. for the provision of EnvisionConnect software licensing and support services to increase the not-to-exceed amount by \$48,694.89 and to extend the term by one (1) year.

**FUNDING:** Non-General Fund / Permit Fees.

**DISCUSSION / BACKGROUND**

On October 20, 2020, (File ID. 20-0622), the Board approved Agreement for Services 4911 with Accela, Inc. for the provision of Envision Connect software licensing and support services in the amount of \$87,221.07 with a two (2) year term.

Prior to 2020, an Agreement for services (#181 S1511) was held with Decade Software Company, LLC (Decade), originating with Board approval on January 6, 2015 ( File ID 14-1120). On August 21, 2015, Environmental Management was notified by Accela Inc. (Accela) that the acquisition of Decade was completed on June 29, 2015, resulting in the need to amend the existing agreement.

The first amendment to agreement #181 S1511, was approved by the Board on October 13, 2015 ( File ID. 14-1120), which assigned and delegated all obligations and duties under the agreement to Accela, with no changes in services, service fee schedule, not-to-exceed amount, or the term of the agreement.

On October 24, 2017, (File ID 14-1120), the Board approved the second amendment, which extended the term of the agreement for one (1) additional year, updated the annual licenses and support fees based on the current number of inspectors, updated the support services provided, and made minor administrative changes as necessary. There was no change to the no-to-exceed amount

under the second amendment.

On October 30, 2018, (File ID 18-1583), the Board approved the third amendment, which extended the term of the agreement an additional two (2) years, increased the no-to-exceed amount to cover the extended term, and made minor administrative changes as necessary.

Following the acquisition of Decade, Accela became the sole provider of EnvisionConnect Software (Software), which is essential for monitoring public and environmental health. The Software system is utilized by Environmental Health Departments throughout the State of California (State), providing the ability to track and maintain food protection, recreational health, solid waste, hazardous waste materials, vector control, land management programs, billing, permitting, and inspections. Additionally, the Software interfaces with various State databases to comply with mandatory reporting, tracks staff hours, and generates operational data for mandated reporting purposes.

Environmental Management Department (EMD) had intended to solicit proposals for the potential replacement of the EnvisionConnect Software and earmarked funding during the preparation of the Fiscal Year 2022-23 budget. Numerous Environmental Health Departments are migrating from EnvisionConnect, and there are several replacement vendors offering up software solutions. EMD has learned from these departments that data migration to a new system is difficult and time-consuming. EMD has put this process on hold until further evaluation of the replacement systems can be done. As a result, it was determined that the agreement would need to be amended to extend the term and increase the not-to-exceed amount.

This proposed one (1) year Agreement will provide Environmental Management additional time, should sufficient funding exist, to complete the competitive procurement process for new software.

#### **ALTERNATIVES**

The Board may choose to not approve the proposed Agreement. This would result in the contract ending with Accela along with the termination of all support for services. This would limit Environmental Management from making any enhancements to the services provided to the public.

#### **PRIOR BOARD ACTION**

See Discussion/Background above.

#### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

County Counsel has approved the proposed Agreement.

#### **CAO RECOMMENDATION / COMMENTS**

Approve as recommended

#### **FINANCIAL IMPACT**

There is no change to Net County Cost associated with this item. Funding for this software is comprised of fees collected by the department. The Fiscal Year 2022-23 budget includes sufficient funding budgeted specifically for this Software.

#### **CLERK OF THE BOARD FOLLOW-UP ACTIONS**

- 1) The Clerk of the Board will obtain the Chair's signature on two (2) original copies of the Agreement.
- 2) The Clerk of the Board will forward one (1) fully-executed original Agreement to the Chief

Administrative Office, Procurement and Contracts Division for further processing.

**STRATEGIC PLAN COMPONENT**

Infrastructure

**CONTACT**

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