



Legislation Text

File #: 24-158, Version: 1

Memorandum

Date: February 27, 2024
To: The Honorable Bruno Sabatier, Chair, Lake County Board of Supervisors
From: Anthony Arton, Health Services Director
Craig Wetherbee, Environmental Health Director
Subject: Approve Accela Subscription Annual License Renewal from March 1, 2024 through February 28, 2025 in the amount of \$36,033.06, and Authorize the Board Chair to Sign

Executive Summary:

On March 5, 2019, your board approved the Accela Software subscription agreement through February 2022. This agreement was approved for renewal through February 2024 on February 7, 2023.

Accela Decade EnvisionConnect is currently the software used by our Environmental Health Division to record all required inspections, permitting systems, staff time, fees, and house all data for the division. Approving this annual license renewal provides continued access to these services and records for Environmental Health staff.

This service went to RFP (RFP 23-27) and is currently in contract negotiations. We anticipate bringing the contract to your Board soon.

If not budgeted, fill in the blanks below only:

Estimated Cost: n/a Amount Budgeted: n/a Additional Requested: n/a Future Annual Cost: n/a

- Purchasing Considerations** (check all that apply): Not applicable
- Fully Article X. <https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI>- and/or Consultant Selection Policy <[http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+\\$!26+Procedures+Manual/Ch4_2021v2.pdf](http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+$!26+Procedures+Manual/Ch4_2021v2.pdf)>-Compliant (describe process undertaken in "Executive Summary")
- Section 2-38 <https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI> Exemption from Competitive Bidding (rationale in "Executive Summary," attach documentation, as needed)
- For Technology Purchases: Vetted and Supported by the Technology Governance Committee <<http://lcnet.co.lake.ca.us/Assets/Intranet/Intranet+Forms/Information+Technology/AdvPlan.pdf>> ("Yes," if checked)
- Other (Please describe in Executive Summary)

Consistency with Vision 2028 <<http://www.lakecountyca.gov/Government/Directory/Administration/Visioning/Vision2028.htm>>

- (check all that apply): Not applicable
- Well-being of Residents Public Safety Disaster Prevention, Preparedness, Recovery
- Economic Development Infrastructure County Workforce
- Community Collaboration Business Process Efficiency Clear Lake

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