

43. Approve amendment to agreement with Accela Inc., to increase the compensation amount by \$34,496, and extend the term to December 31, 2025, for the Envision-Connect software platform used to manage the Environmental Health Division regulatory programs, and take related actions ()



County of Santa Cruz Board of Supervisors

Agenda Item Submittal

From: Health Services Agency

Subject: Amendment to Expenditure Agreement with Accela Inc. for Fiscal Year 2025-26

Meeting Date: May 20, 2025

Formal Title: Approve amendment to agreement with Accela Inc., to increase the compensation amount by \$34,496, and extend the term to December 31, 2025, for the Envision-Connect software platform used to manage the Environmental Health Division regulatory programs, and take related actions

Recommended Actions

Approve Amendment No. 6 to an expenditure agreement with Accela Inc., Contract No. 26H3000, increasing compensation in the amount of \$34,496 to extend the agreement to December 31, 2025, for Fiscal Year 2025-26, for the Envision-Connect software platform to manage the Environmental Health Division regulatory programs, and authorize the Health Services Agency Director or designee to sign.

Executive Summary

The Health Services Agency (HSA) requests Board approval to amend an expenditure agreement with Accela, Inc (Accela). The amendment modifies Appendix A - Payment Table for License and Support Fees and Appendix B - Date and Term to extend the agreement for an additional six (6) months for Fiscal Year (FY) 2025-26 in the amount of \$34,496. Accela's Envision Connect software system will be sunsetting December 31, 2025, therefore Environmental Health is actively implementing its new replacement software during this transition.

Discussion

Accela is a San Ramon company that develops Envision-Connect software. Envision-Connect provides a computer platform to manage regulatory programs for the HSA Environmental Health Division (Environmental Health) within a consolidated database that tracks permits, violations, fees, and staff time. Environmental Health has successfully worked with Accela since 2002.

On January 24, 2017, the Board approved a five-year expenditure agreement with Accela, Contract No. 17H3000, which provided for 31 software licenses, including six (6) remote software licenses. The Board has approved five prior amendments to this agreement, which has a current term through June 30, 2025. It currently provides for 25 software licenses, including 13 remote software licenses, and will be included as part of the Fiscal Year (FY) 2025-26 Continuing Agreements List (CAL).

On August 9, 2024, Accela notified Environmental Health that they would be sunsetting Envision Connect, including its maintenance and support, effective December 31, 2025. Amendment No. 6 modifies Appendix B - Dates and Term to extend the agreement for its final six (6) months, from July 1, 2025, to December 31, 2025. The proposed amendment also modifies the Payment Table for License and Support Fees in Appendix A to reflect quarterly costs for the extension of the agreement in the total amount of \$34,496.

Environmental Health is working with its new vendor, HS GovTech USA, to implement new replacement software, HS Cloud Suite, as approved by the Board on October 29, 2024. During this transition, the amendment with Accela allows Environmental Health to maintain their current software system service levels regarding their licensing until it is no longer supported or maintained as of December 31, 2025.

The new HS Govtech system will manage Environmental Health's internal business workflows, including permitting, billing, payments, complaints, inspections, plan checks, public record access, daily activity and time tracking, reporting, analytics, and more. It will also enhance the user experience for both EH customers through the customer portal and staff. Additionally, the HS Govtech system fully integrates with the California Environmental Reporting Systems (CERS), enabling EH as the Certified Unified Program Agency (CUPA) to continue meeting the mandatory electronic reporting requirements. EH staff are working closely with HS Govtech to configure the software for implementation, with the goal of having the system operational by the end of the calendar year.

Financial Impact

Amendment No. 6 to Contract No. 25H3000 with Accela in the amount of \$34,496 is budgeted under account 367100/62381. Sufficient appropriations for this agreement are included in HSA Environmental Health's FY 2025-26 Proposed Budget. This agreement is funded by Environmental Health permit fees. No new County General Funds are needed nor requested.

Strategic Initiatives

Operational Plan - Operational Excellence

Submitted By:

Monica Morales, Director of Health Services

Recommended By:

Carlos J. Palacios, County Executive Officer

Artificial Intelligence Acknowledgment:

Artificial Intelligence (AI) did not significantly contribute to the development of this agenda item.

COUNTY OF SANTA CRUZ

AMENDMENT NO. 6 TO CONTRACT

The parties hereto desire to amend that certain Contract No. 17H3000 dated January 25, 2017 (“Contract”), by and between the County of Santa Cruz through the Health Services Agency (“COUNTY”) and Accela, a California software company, (“CONTRACTOR”) in the manner described below.

BACKGROUND/PURPOSE OF AMENDMENT:

Accela is a San Ramon company that develops Envision-Connect software. Envision-Connect provides a computer platform to manage HSA Environmental Health Division's regulatory programs within a consolidated database that tracks permits, violations, fees, and staff time.

On January 24, 2017, the Board approved a five-year expenditure agreement with Accela, Contract No. 17H3000. The original agreement provided for 31 software licenses, including six (6) remote software licenses. The current agreement provides for 25 software licenses, including 13 remote software licenses, and will be included as part of the Fiscal Year (FY) 2025-26 Continuing Agreements List (CAL). The current agreement has been amended five times. Amendment No. 6 modifies Appendix B - Dates and Term to extend the agreement from July 1, 2025 to December 31, 2025. Amendment No. 6 also modifies the Payment Table for License and Support Fees in Appendix A to reflect quarterly costs for the extension of the agreement in the total amount of \$34,496.16.

NOW THEREFORE, the Parties mutually agree as follows:

1. "Dates and Term" in Appendix B on Page 20 of 42 is hereby amended to read as follows:

- Paragraph 3 is amended to read as follows: "This Agreement shall have a term of July 1, 2017, to December 31, 2025."
2. "Payment Table for License and Support Fees" in Appendix A on Page 16 of 42 is hereby amended to read as follows:

Annual License and Support Fees

| Services | Year | Start Date | End Date | Term (Months) | Price | Qty | Net Total |
|--|--------|------------|------------|---------------|------------|-----|--------------------|
| Accela Decade EnvisionConnect License and Support | Year 1 | 7/1/2025 | 12/31/2025 | 6 | \$2,070.19 | 25 | \$25,877.41 |
| Accela Decade EnvisionConnect Remote License & Support | Year 1 | 7/1/2025 | 12/31/2025 | 6 | \$1,025.46 | 13 | \$6,665.49 |
| Accela Decade CERS EDT | Year 1 | 7/1/2025 | 12/31/2025 | 6 | \$3,906.52 | 1 | \$1,953.26 |
| TOTAL: | | | | | | | \$34,496.16 |

Quarterly Payments:

| Date | Payment No. | Quarterly Payment |
|--------------|--------------------|--------------------------|
| July 2025 | 1 | \$17,248.08 |
| October 2025 | 2 | \$17,248.08 |

3. Except as modified herein, the Accela License and Support Agreement executed on January 25, 2017 shall remain in full force and effect. In the event of a conflict between the provisions of this Amendment No. 6 and the original Accela License and Support Agreement and Amendments Nos. 1, 2, 3, 4 and 5, the provisions of this Amendment No. 6 shall govern.

[Signatures on Following Page]

CONTRACTOR

Signed By: Michael E. Gigliello
By: Michael Gigliello
786F02F63EAA4F0...
Controller

Date: 4/28/2025

COUNTY OF SANTA CRUZ

By: _____
Director of Health Services or Designee
Health Services Agency

Date: _____

APPROVED AS TO FORM

Signed By: John Ng
By: _____
F0F6FD189D784BE...
Office of the County Counsel
4/22/2025

Date: _____

APPROVED AS TO INSURANCE

Signed By: Gina Borasi
By: _____
E4EADC6BA63B4DB...
Risk Management
4/22/2025

Date: _____

Certificate Of Completion

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Santa Cruz, CA 95060

hsa.adminprocessing@santacruzcountyca.gov

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hsa.adminprocessing@santacruzcountyca.gov

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Pool: County of Santa Cruz

Location: DocuSign

Security Appliance Status: Connected

Storage Appliance Status: Connected

Location: Docusign

Signer Events

John Nguyen

JOHN.NGUYEN@SANTACRUZCOUNTYCA.GOV

Lead Assistant County County Counsel

Security Level: Email, Account Authentication
(None)

Signature

DocuSigned by:

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Signed: 4/22/2025 6:23:57 AM

Electronic Record and Signature Disclosure:

Accepted: 6/12/2024 8:53:19 AM

ID: cff2bd5b-d3a4-40f2-aa61-cc2de5bbd9e3

Gina Borasi

GINA.BORASI@SANTACRUZCOUNTYCA.GOV

Risk Manager

County of Santa Cruz

Security Level: Email, Account Authentication
(None)

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Electronic Record and Signature Disclosure:

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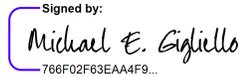
Michael E. Gigliello

mgigliello@accela.com

Controller

Accela, Inc.

Security Level: Email, Account Authentication
(None)

Signed by:

786F02F63EAA4F9...

Signature Adoption: Pre-selected Style
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Electronic Record and Signature Disclosure:

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ID: c8a05080-e360-4178-85e3-e8100ac92685

Jennifer Herrera

Jennifer.Herrera@santacruzcountyca.gov

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Accepted: 3/15/2022 11:53:09 AM

ID: adfbf871-ce91-4e73-80d4-0f78b849cdb5

| Signer Events | Signature | Timestamp |
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CBD eSignature
cbd.esignature@santacruzcountyca.gov
Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
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| Editor Delivery Events | Status | Timestamp |
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Maite Arce
Maite.Arce@santacruzcountyca.gov
Associate Analyst
County of Santa Cruz
Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
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| Carbon Copy Events | Status | Timestamp |
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Michael Gigliello
signatures@accela.com
CLO
Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
Accepted: 4/23/2025 8:00:52 AM
ID: 7c91a368-8a23-425c-b0ee-618ab699eb66

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Connie Munoz-Chappell
Connie.Munoz-Chappell@santacruzcountyca.gov
Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
Accepted: 3/1/2022 11:50:18 AM
ID: dddc3477-c635-4f04-b40d-b8986a368c92

HSA Admin Processing
hsa.adminprocessing@santacruzcountyca.gov
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| Notary Events | Signature | Timestamp |
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