



AGENDA ITEM

Consent

REPORT TO: Work Session (01/22/24)

REPORT TO: Voting Meeting (01/25/24)

ITEM NO: 3/2024

SUBJECT: Approve the annual contract renewal for Accela Records/Permit Management Software subscription and license agreements for Planning & Development to Accela, Inc. of San Ramon, CA, in the amount of \$359,920.66.

Meetings:

Work Session Date: 01/22/24

Voting Meeting Date: 01/25/24

Executive Summary:

Presenter: RD
Recommendation: Approve.

Purpose of Request:
To approve the hosting and reporting of the Planning and Development permitting and licensing database software. This is an annual subscription and hosting agreement. This agreement is based on a calendar year and splits fiscal years. This is year four (4) of the original agreement and years two (2) and three (3) of the additional user agreements. The additional user agreements also need to be signed by the Chairman. One licenses twenty-five (25) additional users and one licenses an additional ten (10) users.

History:

Facts and Issues:

Options:

The Board of Commissioners approved a contract with ACCELA, INC to replace TIDEMARK as the Planning and Development permitting and records maintenance software. City of Gainesville was onboarded in June 2022, Hall County transitioned between December 2022 and February 2023, and the City of Oakwood is currently in the process of transitioning. The original implementation and Phase 2 are capital projects while this request pertains to the ongoing hosting and maintenance.

Hall County has an IGA with the City of Gainesville and Oakwood. Both municipalities contribute to the cost of the licenses. This amount is invoiced to the municipalities annually based on the IGA amounts.

MIS has a dedicated staff member who assists the implementation team and who will be charged with providing ongoing support.

Funding Requested	\$ 359,920.66
Are funds within current budget?	Yes
Source of Funds	Development Services
Does the action involve a Resolution, Ordinance, Contract, Agreement, etc.?	No
Has it been reviewed by the County Attorney?	No
Is there a deadline for this item?	2024-01-25

Approvals:

Submit	Approve	Purchasing	Budget
RD	RD	AP	EW
Finance	Attorney	Administration	Clerk
WG	WLI	CR	JR

Attachments:

- Financial Supplement
- Signature Request
- Additional User Agreement Number 1
- Additional User Agreement Number 2
- Agreement (5 year) - Dated 12/10/2020
- Accela Invoice - Dated 1/14/2024



**HALL COUNTY BOARD OF COMMISSIONERS
FINANCIAL SUPPLEMENT REPORT**

AGENDA ITEM 3/2024

Funds Requested: \$ 359,920.66

Request Budgeted: Yes

Proposed Source of Funding:

Budget Transfer Requested:

Development Services

No

Funding Source Items:

Fiscal Year	Fund	Division	Account	Amount
2024	272-DEVELOPMENT SERVICES FUND	7410-PLANNING	521301-GIS	\$165,662.11
2025	272-DEVELOPMENT SERVICES FUND	7410-PLANNING	521301-GIS	\$194,258.55
2024	272-DEVELOPMENT SERVICES FUND	7410-PLANNING	336002-INTERGOVERNMENTAL REIMBURSE	\$-48,042.01
2025	272-DEVELOPMENT SERVICES FUND	7410-PLANNING	336002-INTERGOVERNMENTAL REIMBURSE	\$-56,334.97

Budget Transfer Items:

Additional Information/Comments:

The intergovernmental reimbursement is calculated by taking 29% of the cost for each year that will be reimbursed by the City of Gainesville (25%) and Oakwood (4%).

Contact for Questions: RD

Phone:

770-297-5544