



AGENDA ITEM

Consent Agenda

REPORT TO: Work Session (03/11/24)

REPORT TO: Voting Meeting (03/14/24)

ITEM NO: 94/2024

SUBJECT: Approve Change Order #2 for the addition of professional service hours to complete the implementation of the Phase 2 upgrade of Accela Civic Applications software for Planning & Development to Accela, Inc. of San Ramon, CA, in the amount of \$38,570.00.

Meetings:

Work Session Date: 03/11/24

Voting Meeting Date: 03/14/24

Executive Summary:

Presenter: BG

Recommendation:
Approve.

Purpose of Request:

Approve Change Order #2 for the addition of professional service hours to complete the implementation of the Phase 2 upgrade of Accela Civic Applications software for Planning & Development to Accela, Inc. of San Ramon, CA, in the amount of \$38,570.00.

History:

This request is to add 203 hours to the Accela Civic Application implementation and upgrade project, originally approved in 2020, to migrate off of legacy Accela Tidemark software that was originally implemented in 1999. The Tidemark system is an Accela legacy product with a client/server architecture and is no longer under support.

This software implementation is shared across multiple jurisdictions that were historically using the Accela Tidemark software. Hall County and Gainesville (25% stakeholder), have been Tidemark partners since 1999. In 2006 Oakwood (4% stakeholder) joined the group using the system for their building permit and planning functions.

Facts and Issues:

Options:

This agreement is necessary in order to finish the implementation and build out of the software utilized by the teams within Community Development and Infrastructure. This project is shared across multiple jurisdictions in order to migrate off of an outdated Accela Tidemark product that is no longer supported. Gainesville and Oakwood are included in this software implementation and are contributing to the cost, Gainesville 25% (\$9,642.50) and Oakwood 4% (\$1,542.80), as is specified in their intergovernmental agreements.

Change order #1 was previously issued to add an additional 525 hours for a cost of \$99,750. After further review, it was determined that an additional 203 hours were needed to complete the project. Approving this change order will bring the total value of this contract to \$138,320.00.

The implementation project is wrapping up and additional funding is needed to add hours to the project for professional services via the Accela team. Further tailoring of the product is necessary and requested of the jurisdictions. Vital to the success of this project is the data conversion of the permitting, zoning, and public works records that these hours will go towards migrating from the Tidemark software to the Civic Application software.

Funding Requested	\$ 38,570.00
Are funds within current budget?	Yes
Source of Funds	Capital Projects / SPLOST VIII
Does the action involve a Resolution, Ordinance, Contract, Agreement, etc.?	Yes
Has it been reviewed by the County Attorney?	Yes
Is there a deadline for this item?	

Approvals:

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

Attachments:

- Financial Supplement
- Accela Change Order
- Cost Breakdown of Reimbursement by Oakwood and Gainesville
- Existing Accela PO 20240432



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

AGENDA ITEM 94/2024

Funds Requested: \$ 38,570.00

Request Budgeted: Yes

Proposed Source of Funding:

Budget Transfer Requested:

Capital Projects / SPLOST VIII

No

Funding Source Items:

Fiscal Year	Fund	Division	Account	Amount
2024	350-CAPITAL PROJECTS FUND	7410-PLANNING	542400-COMPUTERS AND SOFTWARE	\$11,185.30
2024	324-SPLOST VIII	7410-PLANNING	542400-COMPUTERS AND SOFTWARE	\$27,384.70

Budget Transfer Items:

Additional Information/Comments:

SPLOST VIII surplus funds will be used to fund this project. The requested funds is the additional amount needed on this change order #2 is \$38,570.00. Gainesville and Oakwood are included in this software implementation and are contributing to the cost, Gainesville 25% (\$9,642.50) and Oakwood 4% (\$1,542.80), as is specified in their intergovernmental agreements.

Contact for Questions: RE

Phone:

770-531-6781