



AGENDA ITEM

Consent Agenda

REPORT TO: Work Session (04/22/24)

REPORT TO: Voting Meeting (04/23/24)

ITEM NO: 207/2024

SUBJECT: Approve Change Order #3 for the purchase of additional professional services hours for the configuration of automatic notifications for inspection results of Accela Civic Applications software for Planning & Development to Accela, Inc. of San Ramon, CA, in the amount of \$27,360.00.

Meetings:

Work Session Date: 04/22/24

Voting Meeting Date: 04/23/24

Executive Summary:

Presenter: RD
Recommendation: Approve.

Purpose of Request:

Approve Change Order #3 for the purchase of additional professional services hours for the configuration of automatic notifications for inspection results of Accela Civic Applications software for Planning & Development to Accela, Inc. of San Ramon, CA, in the amount of \$27,360.00.

History:

This request is to add 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 have been Tidemark partners since 1999. In 2006 Oakwood joined the group using the system for their building permit and planning functions.

Previous change orders totaling \$138,320 were previously issued and approved. Approving this change order will bring the total value of the change orders with Accela to \$165,680.

Facts and Issues:

Options:

This change order for PO # 20240432 is necessary in order to further tailor the build out of the software utilized by the teams within Community Development and Infrastructure and the jurisdictions of Gainesville and Oakwood. These jurisdictions are included in this software implementation and are contributing to the cost, Gainesville 25% (Accela Professional Services: \$6,840 and SMS Subscription: \$657) and Oakwood 4% (Accela Professional Services: \$1,094.40 and SMS Subscription: \$105.12), as is specified in their intergovernmental agreements.

Further tailoring of the product is requested of the jurisdictions to provide the best customer service possible. The jurisdictions are requesting automatic notifications being sent out when inspections are resulted for Building Inspections' records. Currently, citizens would need to follow-up on the Citizens Access Portal to see the inspections results.

In order to have the automation through emails and SMS constructed for all jurisdictions, it will take an estimated 144 hours (48 hours estimated per jurisdiction) from the Accela Professional Services Team at the hourly rate of \$190 for a total of \$27,360.00 and an additional subscription monthly cost of \$249 from henceforth on to support the SMS text functionality. The monies for the Accela Change Order will be allocated to the Capital Improvement Project accounts, and the monthly subscription for the SMS text functionality will be out of the GIS account.

Funding Requested	\$ 27,360.00
Are funds within current budget?	Yes
Source of Funds	Capital Projects, SPLOST VIII
Does the action involve a Resolution, Ordinance, Contract, Agreement, etc.?	No
Has it been reviewed by the County Attorney?	Yes
Is there a deadline for this item?	

Approvals:

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

Attachments:

Financial Supplement
Change Order



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

AGENDA ITEM 207/2024

Funds Requested: \$ 27,360.00

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	\$7,934.40
2024	324-SPLOST VIII	7410-PLANNING	542400-COMPUTERS AND SOFTWARE	\$19,425.60

Budget Transfer Items:

Additional Information/Comments:

Funding for additional hours will come from SPLOST VIII surplus dollars, and intergovernmental reimbursements from municipalities per the agreed upon IGA's.

Contact for Questions: RE

Phone: 770-531-6781