

**MEMORANDUM  
COUNTY OF PLACER  
ADMINISTRATIVE SERVICES DEPARTMENT  
PROCUREMENT SERVICES DIVISION**

**TO:** Honorable Board of Supervisors **Revision 1**  
**FROM:** David Seward, Purchasing Manager  
**DATE:** January 9, 2007  
**SUBJECT:** Approve a Purchase Order to Accela Inc. for Software Maintenance and Support of the Permit Tracking System for Land Development in the Maximum Amount of \$91,394.14

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**ACTION REQUESTED**

Approve a purchase order to Accela Inc. for software maintenance and support of the Permit Tracking System for Land Development purposes and authorize the Purchasing Manager to sign the resulting purchase order in the amount of \$91,394.14.

**BACKGROUND**

On February 18, 2003 your Board approved the award of RFP No. 8950 to Accela, Inc. to provide and install a permit tracking system for the land development divisions (Building, Planning, Environmental Health, etc.). This system integrates the common information and various permit processing functions for which those divisions are responsible. The first two years of maintenance were included in the acquisition price. The second renewal of this maintenance agreement was approved by your Board on February 21, 2006 and is due to expire on February 17, 2007.

The original contract allows the vendor to increase pricing by not more than 4% per year for continuing maintenance. Accela has requested an increase of 4% for the next one-year period. This has been determined to be reasonable and consistent with the Producer Price Index.

**FISCAL IMPACT**

Accela has quoted a total price of \$91,394.14 (including applicable sales tax) for maintenance and support of the Permit Tracking System for the period February 18, 2007 through February 17, 2008. There are sufficient funds within the Countywide Systems Fund to support this expense.

cc: Kathy Buchanan, IT Division Manager

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