



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: July 15, 2014

TO: Mayor and Councilmembers

FROM: Administration, Housing & Human Services Division,
Community Development Department

SUBJECT: Maintenance Agreement With Accela, Inc., For Land Development
Permit Tracking System

RECOMMENDATION: That Council:

- A. Approve and authorize the General Services Manager to issue a purchase order for \$55,221 with Accela, Inc., as the only known source for maintenance services for the City's Tidemark Advantage permit tracking software; and
- B. Authorize the renewal of the maintenance purchase order on an annual basis for up to five years, subject to annual budget approval.

DISCUSSION:

The City of Santa Barbara's Land Development Team (LDT) uses Accela, Inc. as the provider for permit tracking system, Tidemark Advantage, along with various modules such as Cashier for processing LDT payments. Accela, Inc. is the developer of the software system and is the only known source that can provide the maintenance.

The LDT plans to replace its permit tracking software and has collected approximately \$700,000 in permit fees to pay for the replacement. The Request for Proposal process will begin in early Fiscal Year 2015. It is expected to take at least two years until a new system is up and running, and it is highly recommended that a maintenance agreement remain in place until that time.

BUDGET/FINANCIAL INFORMATION:

Funds are available in the Community Development Department's Fiscal Year 2015 budget for the annual maintenance. No additional appropriations are required.

PREPARED BY: Sue Gray, Community Development Business Manager

SUBMITTED BY: George Buell, Community Development Director

APPROVED BY: City Administrator's Office