



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: May 17, 2022  
Subject: Contract #72-092-3 with Accela, Inc.

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE a payment limit increase in Contract #72-092-3 with Accela, Inc., a corporation, in an amount not to exceed \$145,040 from \$395,222 to a new payment limit of \$540,262, and clarify the term of the agreement to renew annually until terminated, for software and support used by the Hazardous Materials and Environmental Health Divisions to track inspection data and enforcement actions for the period May 1, 2022 through April 30, 2023.

**FISCAL IMPACT:**

Approval of this contract will result in budgeted expenditures of up to \$145,040 and will be funded as budgeted by 61% Environmental Health and 39% Hazardous Materials Program Fees.

**BACKGROUND:**

The Contra Costa County Health Services Hazardous Materials and Environmental Health Divisions have been contracting with Accela since May 2016 to provide specialized software and support services utilized by the divisions to track pertinent data

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: **05/17/2022** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: May 17, 2022

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Matthew Kaufmann,  
925-655-3200

By: Laura Cassel, Deputy

on the regulated community, as well as to conduct and track inspection data and enforcement actions. This contract meets the needs of the County's population by providing Accela's EnvisionConnect for Windows application as both divisions' primary data management system. The specialized software also ensures the Hazardous Materials Division's compliance with California Assembly Bill 2286 – mandating upgrades to electronic reporting to the State of California. On November 5, 2019, the Board of Supervisors approved contract #72-092-1, with Accela, Inc., in an amount not to exceed \$257,088 to provide data conversion software utilized by both divisions to track pertinent data on the regulated community, as well as to conduct and track inspection data and enforcement actions services, for the period from May 1, 2019, through April 30, 2021. To avoid disruption, both divisions requested a retroactive effective date. On June 8, 2021, the Board of Supervisors approved Contract Amendment #72-092-2 with Accela, Inc., effective April 30, 2021, in an amount not to exceed \$395,222 to modify the term to clarify Successive Terms will renew annually, unless terminated pursuant to the terms of the agreement, to allow the contractor to provide additional software license, maintenance, and support services, through April 30, 2022.

Approval of contract #72-092-3 will allow the contractor to provide services through

April 30, 2023.

BACKGROUND: (CONT'D)

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County would no longer have access to the contractor's technical expertise and skill concerning the contractor's EnvisionConnect data management system. As a result, the County may experience issues transmitting accurate inspection and compliance data to the California Environmental Reporting System.