



County of Santa Barbara

BOARD OF SUPERVISORS

Minute Order

December 6, 2022

Present: 5 - Supervisor Williams, Supervisor Capps, Supervisor Hartmann, Supervisor Nelson, and Supervisor Lavagnino

PLANNING AND DEVELOPMENT DEPARTMENT, PUBLIC
WORKS DEPARTMENT

File Reference No. 22-01073

RE:

Consider recommendations regarding an Accela Licensing, Premium Citizen Experience Software, and Services Agreement, as follows:

- a) Approve and authorize the Chair to execute a three-party Professional Services Agreement with Accela, Inc. and Granicus LLC (parent company of OpenCities, Inc) for an Agreement amount not to exceed \$60,000.00 for implementation services as provided to implement a Premium Citizen Access Interface. The term for services ends June 30, 2023;
- b) Approve and authorize the Planning and Development (P&D) Director or designee to make immaterial amendments in accordance with Section 35 of the Professional Services Agreement, upon review and approval by County Counsel, Risk Management, and Auditor-Controller;
- c) Approve and authorize the P&D Director or designee to execute an Order Form subject to the County's Master Subscription Agreement with Accela Inc. as amended (Board Contract Number BC19-110) for subscription services for the Premium Citizen Access Interface for a total Agreement amount not to exceed \$147,854.06 for a term of December 15, 2022 through June 30, 2026 subject to annual budget allocations; and
- d) Determine that the recommended actions are not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guideline Sections 15378(b)(2) and 15378(b)(5) because the recommended actions involve continuing administrative or maintenance activity, and involve organizational or administrative activity of government that will not result in the direct or indirect physical change in the environment.



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A motion was made by Supervisor Nelson, seconded by Supervisor Williams, that this matter be acted on as follows:

- a) Approved and authorized; Chair to execute;
- b) and c) Approved and authorized; and
- d) Approved.

The motion carried by the following vote:

Ayes: 5 - Supervisor Williams, Supervisor Capps, Supervisor Hartmann, Supervisor Nelson, and Supervisor Lavagnino