



Agenda Date: 6/5/2007
Agenda Placement: 6BB

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Jon Gjestvang for Bennett Wilson - Chief Information Officer
Information Technology Services
REPORT BY: Jon Gjestvang, Information Systems Manager II, 253-4066
SUBJECT: Purchase and Implementation of Accela Wireless Software

RECOMMENDATION

Chief Information Officer requests approval of and authorization for the Chair to sign the following with Accela, Inc. related to the purchase of Accela Wireless Software for the term June 5, 2007 through June 30, 2008:

1. a License Agreement for a maximum of \$22,624.27; and
2. an Agreement for implementation services for a maximum of \$11,840 in services and \$2,000 in expenses.

EXECUTIVE SUMMARY

The purchase of Accela Wireless software will allow the County's employees working on code enforcement and inspection activities to create, view and update data residing in the County's Accela Automation (Land Management) system while on location. The software will be utilized by code enforcement officers, building inspectors and fire inspectors using wireless enabled laptop or tablet personal computers.

Accela Wireless will replace the current paper process where field staff use paper forms and logs to record information. These forms and notes are brought back to County offices and administrative staff inputs the information into Accela Automation. This software will eliminate these steps and provide real time access and updates in Accela Automation. Accela Inc.'s Professional Services staff will assist the County in the implementation of the software and will integrate the software with the Accela Automation system.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Building Inspection Department

Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Many process improvements for code enforcement officers and inspectors can be enabled with the Accela Wireless software.
Is the general fund affected?	No
Future fiscal impact:	Future year maintenance costs will be budgeted in Information Technology Services and built into the Technology Cost Allocation Plan.
Consequences if not approved:	ITS could custom build a wireless module that integrates with Accela Automation. However, Accela, Inc. will continue to enhance and improve its Accela Wireless product and provide new functionality in future releases of the software which the County will receive from Accela.
Additional Information:	None.

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

On June 15, 2004, the Board gave approval of and authorization for the Chair to sign agreements (maintenance, software license, and implementation services) with Accela, Inc. for the purchase and implementation of Accela Automation property management software to replace the Permits Plus application. The implementation of the Accela Automation software has enhanced the County's ability to track and manage land use and community development activities.

Accela Wireless software is an extension of the existing Accela Automation solution and provides remote access from wireless enabled devices to land use and community development information. The software will:

1. Provide code compliance staff the ability to update existing infractions and log new infractions while at remote sites;
2. Provide building inspections staff the ability to pass, fail or reschedule building inspections while at property locations; and
3. Provide fire inspections staff the ability to log annual inspection results while on site.

Accela, Inc. will provide consulting services to the County to implement the software and integrate the software into the current Accela Automation system. Accela, Inc.'s extensive experience with installing its Accela Wireless product will provide a quick and smooth implementation of the product.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi