

City Attorney

**OAKLAND CITY COUNCIL**  
RESOLUTION No. 86785 C.M.S.

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**RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR, OR DESIGNEE,  
TO:**

**1. TO AWARD A CONTRACT(S) TO ACCELA, INC. OR ACCELA  
AUTHORIZED VENDORS –**

**I. FOR CONTINUED MAINTENANCE, HOSTING, LICENSING  
AND PROFESSIONAL SERVICES TO SUPPORT THE ACCELA SYSTEM  
FOR A PERIOD OF FIVE YEARS IN A TOTAL AMOUNT NOT TO  
EXCEED TWO MILLION THREE HUNDRED ELEVEN THOUSAND  
FOUR HUNDRED ONE DOLLARS (\$2,311,401), FOR ALL CONTRACTS  
AWARDED, AND**

**II. FOR PROFESSIONAL SERVICES ASSOCIATED WITH  
THE IMPLEMENTATION OF A FIRE INSPECTION MODULE FOR THE  
OAKLAND FIRE DEPARTMENT FIRE PREVENTION BUREAU IN AN  
AMOUNT NOT TO EXCEED FOUR HUNDRED FOURTEEN DOLLARS  
(\$414,000), FOR ALL CONTRACTS AWARDED, AND**

**2. TO WAIVE THE COMPETITIVE REQUEST FOR PROPOSAL  
REQUIREMENTS FOR THESE CONTRACTS**

**WHEREAS,** the Planning and Building Department (PBD) continues to provide development permitting and inspection services to residents, businesses, and the development community citywide; and

**WHEREAS,** the City's 2014 implementation of Accela moved the Building and Planning Department from an accounting based system, to a land management system by integrating all property based information into a seamless platform that effectively interacts with the Department's data management system; and

**WHEREAS,** the use of Accela has allowed the Planning and Building Department to efficiently process and record information and documents essential to building permits and inspections; and

**WHEREAS**, the use of Accela has enhanced our ability to effectively manage processes including (but not limited) to permits, building safety, fee calculations, application check-ins, and inspections & investigations

**WHEREAS**, extended implementation of the Accela platform into the Fire Department will allow the City to take full advantage of the Accela Land Management System, thereby enhancing and improving City services by leveraging mobile capabilities to accelerate staff productivity; and

**WHEREAS**, OMC Section 2.04.042 requires a multiple-step solicitation process for the combined purchase of products and professional services by soliciting proposals, requiring vendor demonstrations when appropriate and feasible, and evaluating and rating proposals and performance in demonstrations on the basis of uniform criteria to be determined by the City Administrator on a case-by-case basis, for the purchase of supplies, equipment, and computer software; and

**WHEREAS**, OMC sections 2.04.042 D permits the City Council to waive the multiple-step solicitation process upon a recommendation of the City Administrator and a finding and determination that it is in the City's best interest to do so; and

**WHEREAS**, the City Administrator recommends that the Council make a finding and determination to waive the requirements of OMC section 2.04.042 and authorize the City Administrator to enter into an Agreement with Accela Inc., or Authorized Accela Vendor; and

**WHEREAS**, staff believes that it is in the best interest of the City to waive the competitive multiple-step solicitation process requirement based on the factors outlined in the staff report, including the fact that Accela is already a core technology system within the Planning and building Department, and to pivot to a different contractor with a new system would cause significant disruption to operations, as well as detrimental fiscal impact to fund the capital investment needed to implement a new system; now, therefore be it

**RESOLVED:** That the City Council hereby authorizes the City Administrator to Staff Recommends That the City Council Adopt A Resolution Authorizing The City Administrator, Or Designee, To: 1) Enter Into Maintenance, Hosting, Purchase, Licensing And/Or Professional Services Agreements With Accela, Inc. or Accela Authorized Vendors In An Amount Not To Exceed Amount of Two Million Seven Hundred Twenty-Five Thousand Four Hundred One Dollars (\$2,725,401) Without Return To Council, Of Which: a. a. Two Million Three Hundred Eleven Four Hundred One Dollars (\$2,311,401) Over Five Years Will Be For Continued Maintenance, Hosting, Licensing and Professional Services To Support The Accela System Within the City; and b. An Amount Not to Exceed Four Hundred Fourteen Dollars (\$414,000) Will Be For Professional Services Associated with the Implementation of a Fire Inspection Module For the Oakland Fire Department (OFD) Fire Prevention Bureau (FPB) with Options to Amend The Contract To Include Other City Departments As Needed; and 2) Pursuant to OMC Section 2.04.042 D, the City Council hereby finds and determines that it is in the best interests of the City to waive the multiple-step solicitation process requirements and authorizes entering into The Above Listed Agreements.; and be it

**FURTHER RESOLVED:** That funds to implement the Accela Fire Department module are available in the Wildfire Prevention Assessment District (2321), Fire Marshal’s Office Org. (20311), Contract Services Account (54919), Project (1001319), Fire Prevention Bureau (PS23); in the amount of \$180,064 and General Purpose Fund (1010), Fire Marshal’s Office Org. (20311), Contract Services Account (54919), Project (1000746), Fire Prevention Bureau (PS23) in the amount of \$233,936; and be it

**FURTHER RESOLVED:** That the annual maintenance costs are available in project fund balance in Development Services Fund (2415), Perts Technology Enhncmt & Maint-DSF Project (1001382). The one-time project cost for the OPW implementation is available in project fund balance in the Development Services Fund (2415), Perts Technology Enhncmt & Maint-DSF Project (1001382); and be it

**FURTHER RESOLVED:** That the Scope of Work will include the four different types of properties: #1) City Public Parcels Vegetation Management contracted by the City within the District, #2 Other Public Entities Coordinated by the City of Oakland, #3 Private Parcels in the Fire District currently inspected, #4 Private Developed Parcels Citywide; and be it

**FURTHER RESOLVED:** That the City Administrator is hereby authorized to execute any amendments or modifications to said agreement with the exception of those related to an increase in total compensation or the allocation of additional funds, and provided that such amendments or modifications shall be reviewed by the City Attorney and filed with the City Clerk's Office.

IN COUNCIL, OAKLAND, JUN 20 2017, 2016  
CALIFORNIA,

**PASSED BY THE FOLLOWING VOTE:**

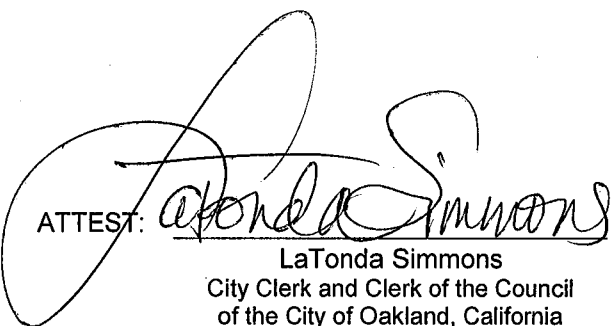
AYES – ~~██████████~~ CAMPBELL WASHINGTON, GALLO, GIBSON MCELHANEY, GUILLEN, KALB, KAPLAN, AND PRESIDENT REID - 7

NOES – 0

ABSENT – 0

ABSTENTION – 0

Excused - Brooks - 1

ATTEST:   
LaTonda Simmons  
City Clerk and Clerk of the Council  
of the City of Oakland, California