

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY



Contract Number

24-253

SAP Number

### Innovation and Technology Department

Department Contract Representative	Staci McClane
Telephone Number	909-388-0622
Contractor	Accela, Inc.
Contractor Representative	Arielle Mallen
Telephone Number	925-659-3200
Contract Term	April 15, 2024 through April 14, 2029
Original Contract Amount	NTE \$6,400,000
Amendment Amount	N/A
Total Contract Amount	NTE \$6,400,000
Cost Center	Various

**Briefly describe the general nature of the contract:** Order Form with Accela, Inc. for countywide purchases of Accela Software as a Service licensing and cloud services, in the amount not-to-exceed \$6,400,000, for the period of April 15, 2024 through April 14, 2029.

**FOR COUNTY USE ONLY**

Approved as to Legal Form

▶ Bonnie Uphold

Bonnie Uphold, Supervising Deputy County Counsel

Date 3/20/2024

Reviewed for Contract Compliance

▶ \_\_\_\_\_

Date \_\_\_\_\_

Reviewed/Approved by Department

▶ \_\_\_\_\_

Date \_\_\_\_\_



2633 Camino Ramon, Suite 500  
San Ramon, CA, 94583

Proposed by: Arielle Mallen  
Contact Phone: +1 7326006638  
Contact Email: amallen@accela.com  
Quote ID: Q-32731  
Valid Through: 3/31/2024  
Currency: USD

## Order Form

### Address Information

#### Bill To:

Innovation and Technology Department (ITD)  
670 E. Gilbert St.  
San Bernardino, CA, 92415  
United States

#### Ship To:

Innovation and Technology Department (ITD)  
670 E. Gilbert St.  
San Bernardino, CA, 92415  
United States

Billing Name: Renan Mamaril, EMBA  
Billing Phone: 909-388-0706  
Billing Email: renan.mamaril@itd.sbcounty.gov

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Multi Solution User	Year 1	4/15/2024	4/14/2025	12	\$2,005.00	365	\$731,825.00
> Accela Building - SaaS	Year 1	4/15/2024	4/14/2025	12	\$0.00	365	\$0.00
> Accela Planning - SaaS	Year 1	4/15/2024	4/14/2025	12	\$0.00	365	\$0.00
Additional Environment Azure Environment	Year 1	4/15/2024	4/14/2025	12	\$14,317.00	1	\$14,317.00
Enhanced Reporting Database (ERD)	Year 1	4/15/2024	4/14/2025	12	\$106,114.63	1	\$106,114.63
Training Unit - Training		4/15/2024		60	\$379.84	25	\$9,496.00
Managed Application Services	Year 1	1/15/2025	1/14/2026	12	\$208,543.50	1	\$208,543.50
<b>TOTAL:</b>							<b>\$1,070,296.13</b>

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Multi Solution User	Year 2	4/15/2025	4/14/2026	12	\$2,425.00	365	\$885,125.00
> Accela Building - SaaS	Year 2	4/15/2025	4/14/2026	12	\$0.00	365	\$0.00
> Accela Planning - SaaS	Year 2	4/15/2025	4/14/2026	12	\$0.00	365	\$0.00
Additional Environment Azure Environment	Year 2	4/15/2025	4/14/2026	12	\$15,032.85	1	\$15,032.85
Enhanced Reporting Database (ERD)	Year 2	4/15/2025	4/14/2026	12	\$128,343.13	1	\$128,343.13

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Accela READ ONLY - One Year Option	Year 2	4/15/2025	4/14/2026	12	\$0.00	98	\$0.00
<b>TOTAL:</b>							<b>\$1,028,500.98</b>

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Multi Solution User	Year 3	4/15/2026	4/14/2027	12	\$2,546.25	365	\$929,381.25
> Accela Building - SaaS	Year 3	4/15/2026	4/14/2027	12	\$0.00	365	\$0.00
> Accela Planning - SaaS	Year 3	4/15/2026	4/14/2027	12	\$0.00	365	\$0.00
Additional Environment Azure Environment	Year 3	4/15/2026	4/14/2027	12	\$15,784.49	1	\$15,784.49
Enhanced Reporting Database (ERD)	Year 3	4/15/2026	4/14/2027	12	\$134,760.28	1	\$134,760.28
<b>TOTAL:</b>							<b>\$1,079,926.02</b>

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Multi Solution User	Year 4	4/15/2027	4/14/2028	12	\$2,673.56	365	\$975,850.31
> Accela Building - SaaS	Year 4	4/15/2027	4/14/2028	12	\$0.00	365	\$0.00
> Accela Planning - SaaS	Year 4	4/15/2027	4/14/2028	12	\$0.00	365	\$0.00
Additional Environment Azure Environment	Year 4	4/15/2027	4/14/2028	12	\$16,573.72	1	\$16,573.72
Enhanced Reporting Database (ERD)	Year 4	4/15/2027	4/14/2028	12	\$141,498.30	1	\$141,498.30
<b>TOTAL:</b>							<b>\$1,133,922.33</b>

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Multi Solution User	Year 5	4/15/2028	4/14/2029	12	\$2,807.24	365	\$1,024,642.83
> Accela Building - SaaS	Year 5	4/15/2028	4/14/2029	12	\$0.00	365	\$0.00
> Accela Planning - SaaS	Year 5	4/15/2028	4/14/2029	12	\$0.00	365	\$0.00
Additional Environment Azure Environment	Year 5	4/15/2028	4/14/2029	12	\$17,402.40	1	\$17,402.40
Enhanced Reporting Database (ERD)	Year 5	4/15/2028	4/14/2029	12	\$148,573.21	1	\$148,573.21
<b>TOTAL:</b>							<b>\$1,190,618.44</b>

**Pricing Summary**

<b>Period</b>	<b>Net Total</b>
Year 1	\$ 1,070,296.13
Year 2	\$ 1,028,500.98
Year 3	\$ 1,079,926.02
Year 4	\$ 1,133,922.33
Year 5	\$ 1,190,618.44
<b>Total</b>	<b>\$ 5,503,263.90</b>

**Additional Terms:**

1. No additional or conflicting terms or conditions stated in Customer's order documentation, including purchase orders, will be incorporated into or form any part of this Order Form or the governing agreement, and all such terms or conditions will be null.

2. This Order Form, including any OnPrem Licenses, Maintenance and Support, and Subscription Services, Enhanced Reporting Database and Managed Application Services will be governed by the Accela Subscription Services Agreement dated March 26, 2024. If those terms and conditions are non-existent, have expired, do not apply or have otherwise been terminated, the following terms at <https://www.accela.com/terms/> will govern as applicable, based on the Customer's purchase.

3. All Software Licenses, Maintenance, and Subscription purchases are non-cancelable and non-refundable.

4. If Customer has a prior agreement with Accela, and this purchase is co-terming with that prior agreement, if the start date on this Order Form is before the actual delivery date of the purchase, Accela may pro-rate this purchase so that it can co-term with the prior agreement.

5. If this Order Form is executed and/or returned to Accela by Customer after the Order Start Date above, Accela may adjust the Order Start Date and Order End Date without increasing the total price based on the date Accela activates the products and provided that the total term length does not change.

6. The licenses identified in this Order Form as "Read Only" may only be used by Authorized Users to search or view Customer Data. These licenses do not provide data or editing privileges. Customer acknowledges that the "Read Only" discounted rate is contingent upon compliance with such use. Accela reserves the right to audit read only use, and invoice Customer for full license costs for non-compliant use.

7. Customer has previously entered into Order(s) for Support which will be replaced by this Order. Upon delivery of the SaaS licenses under this Order, customer will receive prorated credit for prepaid Support from the delivery date of the SaaS licenses to the renewal date of the previous Support Order(s).

8. Training credits may be used to register Customer's select users for any regularly scheduled live or virtual training event found on the Accela University Calendar located at (<https://accela.arlo.co/w/US/upcoming/>). Additionally, Accela University will offer unlimited access to the entire library of self-paced elearnings for SaaS Civic Platform and Accela Mobile end-users. Customer shall be responsible for all other costs and expenses incurring in connection with the Training.

9. Pricing is based upon payment by ACH or check. Payment by credit card (including Purchase Cards) for product and services in this Order Form will be subject to a service charge of 3%. There is no service charge for ACH or check payment.

10. This Agreement may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same Agreement. The parties shall be entitled to sign and transmit an electronic signature of this Agreement (whether by facsimile, PDF or other mail transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Agreement upon request.

Signatures

Accela, Inc.

Customer

Signature:

DocuSigned by:  
*Aaron Haggarty*  
AD4499D928344D8...

Print Name:

Aaron Haggarty

Title:

Chief Legal Officer

Date:

3/19/2024

Signature:

*Dawn Rowe*

Print Name:

Dawn Rowe

Title:

Chair, Board of Supervisors

Date:

MAR 26 2024

SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIRMAN OF THE BOARD LYNN A. MICHELL, Clerk of the Board of Supervisors of the County of San Bernardino

By \_\_\_\_\_

