



# Mendocino County

## Legislation Details (With Text)

**File #:** 19-0707      **Version:** 1      **Name:**  
**Type:** Agreement      **Status:** Approved  
**File created:** 7/23/2019      **In control:** Planning and Building Services  
**On agenda:** 8/6/2019      **Final action:** 8/6/2019  
**Title:** Approval of Retroactive Amendment to Agreement No. 16-061-A1, with Deborah Yacobellis, In the Amount of \$25,000, for a New Agreement Total Amount of \$140,000, to Provide Continued TRAKiT System Support, and Extending the Termination Date to June 30, 2020, Effective July 1, 2019  
**Sponsors:** Planning and Building Services, Steve Dunncliff  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. Agreement 16-061-A2

Date	Ver.	Action By	Action	Result
8/6/2019	1	Board of Supervisors	Approved and Chair is authorized to sign same;	Pass

**To: Board of Supervisors**

**From: Planning and Building Services**

**Meeting Date:** August 6, 2019

**Department Contact:** Adrienne Thompson

**Phone:** 234-6650

**Department Contact:** Brent Schultz

**Phone:** 234-6650

**Item Type:** Consent Agenda

**Time Allocated for Item:** N/A

**Agenda Title:**

Approval of Retroactive Amendment to Agreement No. 16-061-A1, with Deborah Yacobellis, In the Amount of \$25,000, for a New Agreement Total Amount of \$140,000, to Provide Continued TRAKiT System Support, and Extending the Termination Date to June 30, 2020, Effective July 1, 2019

**Recommended Action/Motion:**

Approve retroactive amendment to Agreement 16-061-A1, with Deborah Yacobellis, in the amount of \$25,000, for a new agreement total amount of \$140,000 to provide continued TRAKiT system support, and extending the termination date to June 30, 2020, effective July 1, 2019; and authorize Chair to sign same.

**Previous Board/Board Committee Actions:**

Approved Agreement No. BOS 16-061, on July 19, 2016, in the amount of \$90,000 for a 2 year term with option to extend up to 3 years in one year increments. On June 19, 2018, the Board Approved Amendment No. BOS 16-061-A1 to increase the amount to \$115,000 and extend the term to June 30, 2019.

**Summary of Request:**

Planning and Building Services (PBS) has used Deborah Yacobellis for several years, to provide contract

services, related to the County's trakit system. Ms. Yacobellis is highly recommended by several other jurisdictions, as well as Central Square, the new proprietor of TRAKiT. Ms. Yacobellis has also provided support to the County Information Services Staff and is able to assist in server updates, SQL reporting, system maintenance, and was a key component in implementing online permits. The attached amendment with Deborah Yacobellis is for a 1 year extension as designated in her original contract and the requested services are to be the same. Contractor services were utilized after the expiration of the previous agreement, to expedite the completion and testing of ETRAKiT to launch online permitting, making this amendment retroactive.

**Alternative Action/Motion:**

Provide direction to staff.

**Supervisory District:** All

**vote requirement:** Majority

**Supplemental Information Available Online At:** N/A

**Fiscal Details:**

**source of funding:** 862189

**current f/y cost:** \$25,000

**annual recurring cost:** \$25,000

**budgeted in current f/y:** Yes

**if no, please describe:**

**revenue agreement:** No

**budget clarification:** N/A

**Agreement/Resolution/Ordinance Approved by County Counsel:** Yes

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**CEO Liaison:** Steve Dunicliff, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**

**FOR COB USE ONLY**

Executed By: Lindsey Dunham, Deputy Clerk I

Date: August 7, 2019

**Note to Department** Number of Original Agreements

Returned to Dept: 0 Original Agreement Delivered to Auditor? Yes

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Final Status:**Approved**

Executed Item Number: **Agreement** Number:  
16-061-A2

