



# Mendocino County

## Legislation Details (With Text)

**File #:** 18-1824      **Version:** 1      **Name:**  
**Type:** Approval      **Status:** Approved  
**File created:** 6/5/2018      **In control:** Planning and Building Services  
**On agenda:** 6/19/2018      **Final action:** 6/19/2018  
**Title:** Approval of First Amendment to BOS Agreement 16-061 with Deborah Yacobellis Increasing the Amount by \$25,000 For a New Agreement Total of \$115,000 to Provide TRAKiT Permit System Maintenance and Update Services, Extending the Contractual End Date to June 30, 2019

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Agreement 16-061-A1

Date	Ver.	Action By	Action	Result
6/19/2018	1	Board of Supervisors		

**To:** Board of Supervisors

**From:** Planning and Building Services

**Meeting Date:** June 19, 2018

**Department Contact:** Adrienne Thompson

**Phone:** 234-6650

**Department Contact:** Ignacio Gonzalez

**Phone:** 234-6650

**Item Type:** Consent Agenda

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

### **Agenda Title:**

Approval of First Amendment to BOS Agreement 16-061 with Deborah Yacobellis Increasing the Amount by \$25,000 For a New Agreement Total of \$115,000 to Provide TRAKiT Permit System Maintenance and Update Services, Extending the Contractual End Date to June 30, 2019

### **Recommended Action/Motion:**

Approve first amendment to BOS Agreement 16-061 with Deborah Yacobellis increasing the amount by \$25,000, for a New Agreement total of \$115,000 to provide TRAKiT permit system maintenance and update services, extending the Agreement until June 30, 2019; and authorize Chair to sign same.

### **Previous Board/Board Committee Actions:**

On July 19, 2016 the Board approved BOS Agreement 16-061, in the amount of \$90,000 for a 2 year term with option to extend up to 3 years in one year increments.

### **Summary of Request:**

Historically, the Department of Planning & Building Services (PBS) contracted for limited support of the TRAKiT permit processing software with the system software designer. Since then the company has been purchased twice by larger companies, and the needs of PBS were not being met. In April 2016 Planning and

Building Services (PBS) conducted a Request for Proposal (RFP) process to identify a consultant to provide maintenance and updating services for Planning and Building Services TRAKiT Permit database. Deborah Yacobellis has proven over the last several years to be very knowledgeable and responsive to the needs of the County. 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.

**Alternative Action/Motion:**

Return to staff with alternate direction

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

**Fiscal Impact:**

**Source of Funding:** PB (2851)

**Current F/Y Cost:** \$25,000

**Budgeted in Current F/Y:** Yes

**Annual Recurring Cost:** \$25,000

**Supervisory District:** All

**Vote Requirement:** Majority

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

---

**CEO Liaison:** Steve Dunncliff, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**



**FOR COB USE ONLY**

---

**Executed By:** Meribeth Dermond

**Date:** June 20, 2018

**Note to Department:**

**Executed Documents Returned to**

**Department:** Originals 3 Hand Delivered

**yes Executed Agreement Sent to Auditor?**

**yes**

**Final Status:** Approved

**Executed Item No.:** Agreement Number: 16-061-A1