



Mendocino County

Legislation Text

File #: 19-0707, **Version:** 1

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

CEO Liaison: Steve Dunncliff, Deputy CEO

CEO Review: Yes

CEO Comments:

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Executed By: Lindsey Dunham, Deputy Clerk I

Date: August 7, 2019

Final Status: **Approved**

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

Note to Department Number of Original Agreements
Returned to Dept: 0 Original Agreement Delivered to
Auditor? Yes

