



BOARD OF SUPERVISORS AGENDA ITEM REPORT (BOSAIR)

All fields are required. Enter N/A if not applicable. For number fields, enter 0 if not applicable.

Record Number: SC PO SC2400001072

Award Type: Contract

BOSAIR Activity: Board Meeting Request

Requested Board Meeting Date: 06/23/2026

Supplier / Customer / Grantor / Subrecipient: Accela, Inc.

Project Title / Description: Migration and Subscription Services of Land & Permit Management System

Purpose: Amendment of Award: Supplier Contract No. SC2400001072, Amendment No. 02. This Amendment extends the term of the contract commencing on 7/31/2026 and terminating on 7/30/2031, and increases the not-to-exceed contract amount by \$3,500,000.00 for a cumulative not-to-exceed contract amount of \$6,937,882.00. Administering Department: Information Technology.

Procurement Method: Other

Insert additional Procurement Method info, if applicable: Pursuant to Pima County Procurement Code 11.12.050, Sole source procurement, on 06/09/2020 the Board of Supervisors approved an award of contract for a term of six (6) years in the not-to-exceed contract amount of \$3,027,882.00.

On 10/14/25, the Board of Supervisors approved Amendment No. 01, which aded a one-time increase in the amount of \$410,000.00 for a cumulative not-to-exceed amount of \$3,437,882.00, added terms addressing click-through terms, indemnification by County, and non-waiver of liability, added the Forced Labor of Ethnic Uyghurs language to the contract, pursuant to A.R.S. § 35-394, and appended the Heat Injury and Illness Prevention and Safety Plan language to the contract, pursuant to Pima County Procurement Code 11.40.030.

PRCUID: 379169

Attachments: Contract Amendment No. 02.

Program Goals/Predicted Outcomes: A modern web-based enterprise platform that facilitates integration across Pima County Departments and systems to benefit from shared data, process automation, and financial economies.

Public Benefit and Impact: Improved customer/citizen experience for permitting process. Through Citizen Access, Constituents will be informed up front of any required variances, approvals, forms, or information in support of their request, along with visibility to submittal

status, they will be able to complete research, easily view important context-pertinent information, and participate in on-line plan review.

Strategic Plan Pillar	• Public Service
Support of Prosperity Initiative:	• N/A
Provide information that explains how this activity supports the selected Prosperity Initiatives	N/A
Metrics Available to Measure Performance:	Project Management to oversee the Statement of Work will occur as well as weekly project status meetings and Monthly executive meetings.
Retroactive:	NO

Amendment / Revised Award Information

Record Number: SC PO SC2400001072

Document Type:	SC
Department Code:	PO
Contract Number:	SC2400001072
Amendment Number:	02
Commencement Date:	07/31/2026
Termination Date:	07/30/2031
Supplier / Subrecipient Headquarters Location	San Ramon, CA

* Headquarters information is not a consideration for awards

Is the Termination Date new?	YES
Classification:	Expense
Adjust Level:	Increase
Prior Contract Number (If Applicable):	MA-PO-20-213
Amount This Amendment:	\$3,500,000.00
Funding Source(s) required:	General Fund

Funding from General Fund?

YES

If Yes Provide Total General Funds:

\$3,500,000.00

Percent General Funds

100

Contract is fully or partially funded with Federal Funds?

NO

Contract is fully or partially funded with Non-Federal Grant Funds?

NO

Department:

Procurement

Name:

Dawn Dargan

Telephone:

520-724-9071

Add GMI Department Signatures

No

Division Manager/Procurement Officer Signature: Ana Wilber Digitally signed by Ana Wilber Date: 2026.06.02 11:45:55 -07'00' Date: _____

Procurement Director Signature: Bruce D Collins Digitally signed by Bruce D Collins Date: 2026.06.02 12:53:44 -07'00' Date: _____

Department Director Signature: Javier Baca Digitally signed by Javier Baca DN: cn=Javier Baca, o=Pima County, ou=Information Technology Department, email=javier.baca@pima.gov, c=US Date: 2026.06.02 14:42:31 -07'00' Date: _____

Deputy County Administrator Signature:  Date: 6-2-2026

County Administrator Signature: _____ Date: 6/3/2026

Pima County Procurement Department

Administering Department: Information Technology

Project: Migration and Subscription Services of Land & Permit Management System

Contractor: Accela, Inc.
2633 Camino Ramon, #500
San Ramon, CA 94583

Contract No: SC2400001072

Contract Amendment No.: 02

Original Contract Term	7/31/2020 – 7/30/2026	Original Contract Amount:	\$	3,027,882.00
Prior Termination Date	7/30/2026	Prior Amendments Amount:	\$	410,000.000
New Termination Date	7/30/2031	This Amendment Amount:	\$	3,500,000.00
		Revised Total Amount:	\$	6,937,882.00

CONTRACT AMENDMENT

1. Parties, Background and Purpose.

1.1. Background.

On June 9, 2020, County and Contractor entered into the above referenced agreement to migrate County from the Accela on-premise software for Land & Permit Management to the Accela cloud-based environment, and to continue support of the software..

1.2. Purpose.

County is extending the term of the contract.

2. Term.

The parties agree to extend the contract term for five (5) years commencing on July 31, 2026 and terminating on July 30, 2031. If the commencement date is before the Effective Date of this amendment, the parties will, for all purposes, deem the amendment to have been in effect as of the commencement date.

3. Maximum Payment Amount.

The maximum amount County will spend under this Contract is increased by \$3,500,000.00. County’s total payments to Contractor under this Contract, including any sales taxes, will not exceed \$6,937,882.00. County will pay Contractor at the rates set forth in **Exhibit A - Renewal Order Form** (3 pages).

SIGNATURE PAGE TO FOLLOW

IN WITNESS WHEREOF, the parties have approved this Amendment and agree to be bound by the terms and conditions of the Contract on the dates written below.

All other provisions of the Contract not specifically changed by this Amendment remain in effect and are binding upon the parties.

Pima County

Accela, Inc.

Chair, Board of Supervisors

Signed by:


Authorized Officer Signature

Date

May-27-2026

Date

ATTEST

Clerk of the Board

Date

Pima County Attorney's Office – As To Form



Andrew Donnellan

Deputy County Attorney

June 2, 2026

Date



Proposed by: Caitlin Carter
 Contact Phone: (925) 359 - 3411
 Contact Email: ccarter@accela.com
 Quote ID: Q-31922
 Valid Through: 7/15/2026
 Currency: USD

9110 Alcosta Blvd, Suite H #3030
 San Ramon, CA, 94583

Renewal Order Form

Address Information

Bill To:

County of Pima, Arizona
 201 N. Stone Ave. #205
 Tucson, Arizona, 85701-1207
 United States

Ship To:

County of Pima, Arizona
 201 N. Stone Ave. #205
 Tucson, Arizona 85701-1207
 United States

Billing Name: Michael Lundin
 Billing Phone: 5207247120
 Billing Email: michael.lundin@pima.gov

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Multi Solution User	Year 1	07/31/2026	07/30/2027	12	\$2,553.00	200	\$510,600.00
> Accela Building - SaaS	Year 1	07/31/2026	07/30/2027	12	\$0.00	200	\$0.00
> Accela Planning - SaaS	Year 1	07/31/2026	07/30/2027	12	\$0.00	200	\$0.00
> Accela Environmental Health - SaaS	Year 1	07/31/2026	07/30/2027	12	\$0.00	200	\$0.00
Enhanced Reporting Database (ERD)	Year 1	07/31/2026	07/30/2027	12	\$68,420.40	1	\$68,420.40
TOTAL:							\$579,020.40

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Multi Solution User	Year 2	07/31/2027	07/30/2028	12	\$2,655.12	200	\$531,024.00
> Accela Building - SaaS	Year 2	07/31/2027	07/30/2028	12	\$0.00	200	\$0.00
> Accela Planning - SaaS	Year 2	07/31/2027	07/30/2028	12	\$0.00	200	\$0.00
> Accela Environmental Health - SaaS	Year 2	07/31/2027	07/30/2028	12	\$0.00	200	\$0.00
Enhanced Reporting Database (ERD)	Year 2	07/31/2027	07/30/2028	12	\$71,157.22	1	\$71,157.22
TOTAL:							\$602,181.22

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Multi Solution User	Year 3	07/31/2028	07/30/2029	12	\$2,761.32	200	\$552,264.96

> Accela Building - SaaS	Year 3	07/31/2028	07/30/2029	12	\$0.00	200	\$0.00
> Accela Planning - SaaS	Year 3	07/31/2028	07/30/2029	12	\$0.00	200	\$0.00
> Accela Environmental Health - SaaS	Year 3	07/31/2028	07/30/2029	12	\$0.00	200	\$0.00
Enhanced Reporting Database (ERD)	Year 3	07/31/2028	07/30/2029	12	\$74,003.50	1	\$74,003.50
TOTAL:							\$626,268.46

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Multi Solution User	Year 4	07/31/2029	07/30/2030	12	\$2,871.78	200	\$574,355.56
> Accela Building - SaaS	Year 4	07/31/2029	07/30/2030	12	\$0.00	200	\$0.00
> Accela Planning - SaaS	Year 4	07/31/2029	07/30/2030	12	\$0.00	200	\$0.00
> Accela Environmental Health - SaaS	Year 4	07/31/2029	07/30/2030	12	\$0.00	200	\$0.00
Enhanced Reporting Database (ERD)	Year 4	07/31/2029	07/30/2030	12	\$76,963.64	1	\$76,963.64
TOTAL:							\$651,319.20

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Multi Solution User	Year 5	07/31/2030	07/30/2031	12	\$2,986.65	200	\$597,329.78
> Accela Building - SaaS	Year 5	07/31/2030	07/30/2031	12	\$0.00	200	\$0.00
> Accela Planning - SaaS	Year 5	07/31/2030	07/30/2031	12	\$0.00	200	\$0.00
> Accela Environmental Health - SaaS	Year 5	07/31/2030	07/30/2031	12	\$0.00	200	\$0.00
Enhanced Reporting Database (ERD)	Year 5	07/31/2030	07/30/2031	12	\$80,042.19	1	\$80,042.19
TOTAL:							\$677,371.97

Pricing Summary

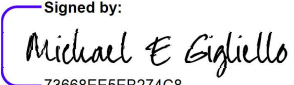

Period	Net Total
Year 1	\$579,020.40
Year 2	\$602,181.22
Year 3	\$626,268.46
Year 4	\$651,319.20
Year 5	\$677,371.97
Total	\$3,136,161.25

Renewal Terms/Information:

- Notwithstanding anything to the contrary, this Order Form is governed by the terms and conditions in the (1) Accela Subscription Services Agreement dated June 9, 2020, as thereafter amended (where applicable) for Subscription Services, Enhanced Reporting Database (ERD), and Managed Application Services (MAS) is governed by the applicable terms and conditions at [Accela Terms](#) (collectively, the "Agreement")
- No additional or conflicting terms or conditions stated in Customer's order documentation, including, without

limitation, 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 and void.

3. For Software Licenses, Accela may terminate this Order Form in the event the Software is phased out across Accela's customer base. In such event, Accela will provide Customer sufficient advance notice and the parties will mutually agree to a migration plan for converting Customer to another Accela generally-available offering with comparable functionality.
4. Subscriptions continue from the Order Start Date through the number of months listed in this Order Form (or if not listed, twelve (12) months). Thereafter Subscriptions automatically renew annually as calculated from Order Start Date of Customer's first Subscription purchase.
5. All Software Licenses, Maintenance, and Subscription purchases are non-cancelable and non-refundable.
6. Pricing is based upon payment by ACH and 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.
7. Customer may purchase additional licenses at the same price and for the same term as the licenses in this Order Form. Additional licenses purchased in this way will have the same annual price applicable for the purchase period and will have the same uplift and term dates as Customer's existing licenses.
8. If Customer has Enhanced Reporting Database, pricing will be based on a percentage of SaaS Annual Contract Value. As SaaS Annual Contract Value increases/decreases based on seat count changes or annual uplift ERD pricing will be adjusted accordingly at contract renewal.

Signatures	
Accela, Inc.	Customer
Signature:  Signed by: <small>73668EE5EB274C8...</small>	Signature: Bruce D Collins  Digitally signed by Bruce D Collins <small>Date: 2026.06.02 12:52:13 -07'00'</small>
Print Name: Michael E Gigliello	Print Name: Bruce D Collins
Title: Controller	Title: Procurement Director
Date: May-27-2026	Date: June 2, 2026



Contract Number	SC2400001072- 4
Contract Start Date	06-09-2020
Contract End Date	07-30-2031
Payment Type	EFT
Buyer	Dawn Dargan
Phone Number	+1 (520) 7249071
Email	Dawn.Dargan@pima.gov

Supplier:	Contract Name:
ACCELA INC 2633 Camino Ramon Suite 120	IT - Accela Inc

Supplier Contact and Payment Terms:	Shipping Method	Delivery Type	FOB
	Vendor Method	Standard Ground	FOB Dest, Freight Prepaid
	Phone: +1 (888) 7222352		
Email: mmezo@accela.com			
Terms: Net 30			
Days:			
	Currency	NTE Amount	Used Amount
	USD	3,437,882.00	1,721,067.44

Contract/Amendment Description:

Amendment No. 02 extends the term of the contract commencing on 7/31/2026 and terminating on 7/30/2031, and increases the not-to-exceed contract amount by \$3,500,000.00 for a cumulative not-to-exceed contract amount of \$6,937,882.00.

Catalog Items:					
Line #	Item Description	UOM	Unit Price	Stock Code	MPN/VPN
1	Multi Solution User Additional Licenses Year 3	Each	2,010.12		
2	Multi Solution User Year 3	Each	381,923.28		
3	Enhanced Reporting Database Year 6	Each	82,505.95		
4	Multi Solution User Year 2	Each	255,947.09		
5	Enhanced Reporting Database Year 5	Each	80,451.76		
6	Multi Solution User Year 1	Each	180,000.00		
7	Enhanced Reporting Database Year 4	Each	52,713.17		
8	Multi Solution User Additional Licenses Year 5	Each	3,159.93		
9	Multi Solution User Additional Licenses Year 4	Each	2,070.43		

This Supplier Contract incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this contract. All transactions and conduct are required to conform to these documents.



Contract Number	SC2400001072- 4
Contract Start Date	06-09-2020
Contract End Date	07-30-2031
Payment Type	EFT
Buyer	Dawn Dargan
Phone Number	+1 (520) 7249071
Email	Dawn.Dargan@pima.gov

Catalog Items:

Line #	Item Description	UOM	Unit Price	Stock Code	MPN/VPN
10	Enhanced Reporting Database Year 3	Each	51,177.72		
11	Enhanced Reporting Database Year 2	Each	34,296.61		
12	Enhanced Reporting Database Year 1	Each	18,370.85		
13	Multi Solution User Year 6	Each	615,716.05		
14	DigEplan PRO Annual Fee	Each	2,200.00		
15	Multi Solution User Year 5	Each	600,386.24		
16	Multi Solution User Year 4	Each	393,381.83		
17	Multi Solution User Additional Licenses Year 3	Each	3,240.61		
18	Accela Multi Solution User Additional Licenses Year 5	Each	3,240.61		
19	Accela Multi Solution User Additional Licenses	Each	3,240.61		

This Supplier Contract incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this contract. All transactions and conduct are required to conform to these documents.