FIRST AMENDMENT
TO PROFESSIONAL SERVICES AGREEMENT NUMBER F002876
WITH ACCELA, INC.

This First Amendment to Agreement number F002786, dated September 24, 2024 ("Agreement") is made as of this _____ day of _____, 2025, by and between the City of Santa Rosa, a municipal corporation ("City"), and Accela, Inc., a Delaware Corporation ("Consultant").

RECITALS

A. City and Consultant entered into the Agreement for Consultant to provide permitting and inspection management software services.

B. City and Consultant now desire to amend the Agreement for the purpose of adding ePermitHub Digital Plan Room.

C. Additionally, the City wishes to make a correction to the Agreement Number listed on the Agreement, correcting it from F002786 to F002876. Any subsequent Amendments to the Agreement will reflect F002876.

D. Further, the City wishes to add an additional Insurance Requirement for Cyber Liability.

AMENDMENT

NOW, THEREFORE, the parties agree to amend the Agreement as follows:

1. The title of the Agreement is modified to state “CITY OF SANTA ROSA PROFESSIONAL SERVICES AGEEMENT WITH ACCELA INC AGREEMENT NUMBER F002876.”

2. Section 1. Scope of Services

   Exhibit D to the Agreement is supplemented by Exhibit D-1 to this Amendment.

3. Section 2. Compensation

Section 2(c) is amended to increase the compensation payable to Consultant under the Agreement by $264,761.72 to read as follows:

> "Notwithstanding any other provision in this Agreement to the contrary, the total maximum compensation to be paid for the satisfactory accomplishment and completion of all tasks set forth above shall in no event exceed the sum of two hundred two million, seven-hundred forty-four thousand, five-hundred sixty-two dollars and eighty-three cents ($2,744,562.83). The City’s Chief Financial Officer is authorized to pay all proper claims from various charge numbers.

4. Section 5. Insurance

Section 5(a) is amended to update Attachment One from “Insurance Requirements” to “Insurance Requirements for Technology Agreements”

All other terms of the Agreement shall remain in full force and effect.

Executed as of the day and year first above stated.

CONSULTANT:

Name of Firm: Accela, Inc.

TYPE OF BUSINESS ENTITY *(check one)*:

_____ Individual/Sole Proprietor

_____
Partnership

__x__
Corporation

_____ Limited Liability Company
_____ Other (please specify: _____)

Signatures of Authorized Persons:

By: _____

Print Name:_____

Title: _____

By: _____

Print Name:_____

Title: _____

CITY OF SANTA ROSA
a Municipal Corporation

By:_____

Print Name:_____

Title:_____

APPROVED AS TO FORM:

_____
Office of the City Attorney

ATTEST:

_____
City Clerk

City of Santa Rosa Business Tax Cert. No.

_____n/a_____

Attachments: Exhibit D-1 - Scope of Services & Compensation
Attachment 1 – Insurance Requirements for Technology Agreements