



Arapahoe County

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Board Summary Report

File #: 25-285

Agenda Date: 6/10/2025

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To: Board of County Commissioners

Through: Gini Pingnot, Director, Open Spaces

Prepared By:

Gini Pingnot, Director, Open Spaces

Presenter: Gini Pingnot, Director, Open Spaces; Greg Howe, Program and Project Administrator, Open Spaces

Subject:

2:00 PM *Fixed Asset Number for Open Spaces Customized Software Solution

Purpose and Request:

Staff seeks the Board of County Commissioner's approval of an asset number for a customized software solution to manage land resources for the High Line Canal.

Background and Discussion:

Arapahoe County Open Spaces (ACOS), in partnership with Arapahoe County Information Technology, has identified Accela as a software solution for managing access, crossing and construction requests on Open Spaces Properties and the High Line Canal.

While the county currently relies on Accela for other purposes, ACOS requires a customized version of Accela to address the land development applications it now receives from local, jurisdictions (counties and municipalities) that implicate the High Line Canal and for use requests on the county's other properties such as Bijou Basin Open Spaces and Kiowa Creek Open Spaces.

Per Purchasing, this is an add-on to software originally awarded under RFP 14-84. As it expands existing capabilities and maintains system compatibility, it is exempt from further competitive solicitation per the

BOCC Software Exemption. The total cost of the customization is \$75,660. It will be paid for from Open Space's Administration cost center. As a customized software solution, it requires an asset number because it will last more than one year, and it is over \$5,000.

Fiscal Impact: The issuance of an asset number has no cost. The cost of the customized software solution is \$75,660. Funding is available to cover this cost through Open Space's Administration cost center.

Alternatives: The Board could decide to delay or deny the request for an asset number.

Alignment with Strategic Plan:

- ☒ Be fiscally sustainable
- ☐ Provide essential and mandated service
- ☒ Be community focused

Staff Recommendation: Open Spaces recommends the Board of County Commissioners approve an asset number for our land use request customized software solution.

Concurrence: Arapahoe County Information Technology