

FEATHER RIVER AIR QUALITY MANAGEMENT DISTRICT  
MEMORANDUM  
8/02/2021

TO: FRAQMD BOARD OF DIRECTORS

FROM: Christopher D. Brown, AICP, APCO

SUBJECT: Approve entering into an agreement with Advanced Database Designs (Permits Pro) for the Burn Permit Preparation project not to exceed \$12,000 and authorize the APCO to execute related documents.

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RECOMMENDATION:

Approve entering into an agreement with Advanced Database Designs (Permits Pro) for the Burn Permit Preparation project not to exceed \$12,000 and authorize the APCO to execute related documents.

ALTERNATIVE:

Do not approve the proposed contract and provide additional direction to staff.

BACKGROUND:

This project will import existing data and begin design work to move the District's Burn Permit database into the Permits Pro system. Currently the District is using an Access Database which has roughly 25 years of permit history. This project will import that data and develop the basic structure of the new database. Final work will be completed next fiscal year.

FISCAL IMPACT:

The vendor has estimated the cost for developing this system at \$12,000. The amount has been budgeted in the FY 21/22 budget.