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**Agenda Item
Regular Meeting of the
Board of Supervisors
Tuesday, May 12, 2026**

Item Number: 1.6

MEETING DATE: 05/12/2026

DEPARTMENT: HEALTH AND HUMAN SERVICES AGENCY

AGENDA ITEM PREPARER: Amanda Geipe

DEPT HEAD/DIRECTOR: Tracey Belton

SUBJECT:

HEALTH AND HUMAN SERVICES AGENCY - T. BELTON

1. Approve contract between Hedgerow Software US, Inc. and San Benito County Health and Human Services Agency, Environmental Health Division for a comprehensive Environmental Health software program, with one-time implementation costs of \$78,000.00 and ongoing annual costs of \$32,660.00 for the term of July 1, 2026 through June 30, 2029, for a total contract amount not to exceed \$175,980.00;
2. Authorize Chair, County Executive Officer (CEO) or designee to execute contract pursuant to cooperative purchasing agreement under El Dorado County RFP #24-0033 (4/5 vote required).
SBC FILE NUMBER: 142.9

AGENDA SECTION:

CONSENT AGENDA

BACKGROUND/SUMMARY:

The San Benito County Health and Human Services Agency (HHS), Environmental Health Division is responsible for protecting public health through the regulation of food safety, hazardous materials, onsite wastewater systems, solid waste, and land use impacts. To support these efforts, Environmental Health Division requires a modern, integrated software solution to manage inspections, permitting, reporting, and compliance tracking across all program areas.

The HHS Environmental Health Division is mandated under Assembly Bill 2286 (AB 2286) to maintain a computer system capable of interfacing with the California Environmental Reporting

System (CERS). AB 2286, enacted in 2008, requires all businesses regulated under the Unified Program to report hazardous materials electronically through CERS, and mandates Unified Program Agencies (UPAs) to submit Compliance, Monitoring, and Enforcement (CME) data electronically. As a designated UPA, the County must maintain a compliant system to fulfill these state obligations.

Since 2015, the HHS Environmental Health Division has used Accela software exclusively to support its Certified Unified Program Agency (CUPA) and Hazardous Materials (HazMat) programs. However, Accela has never supported Environmental Health Services' broader programs, such as food safety, onsite wastewater, and solid waste. As a result, staff have continued to rely on manual processes and paper-based systems, limiting efficiency, data accessibility, and service delivery to the public.

The HHS Environmental Health Division currently utilizes Accela's Envision Connect platform, which is scheduled to sunset in December 2025. The system has become increasingly costly and cumbersome, requiring ad hoc reporting to meet compliance standards. It offers limited functionality, serving only the CERS requirement, and lacks broader Environmental Health program support and public-facing features.

In 2024 the HHS Environmental Health Division engaged TruePoint Solutions, a third-party vendor, to provide support for Accela. TruePoint's services were also limited to CUPA/HazMat and did not expand the system's functionality. A proposed renewal with TruePoint for FY 2025–2026 was declined, as the HHS Environmental Health Division seeks a more comprehensive solution.

To ensure continuity of service and regulatory compliance, the HHS Environmental Health Division seeks to transition to Hedgerow Software US, Inc., a platform designed specifically for California Environmental Health agencies. Hedgerow supports all Environmental Health programs, includes a public portal with online payment capabilities, and is more cost-effective than Accela. Several other counties have adopted Hedgerow for its comprehensive scope and ease of use. Due to the impending sunset of the current system and the need for uninterrupted compliance, the County aims to execute a contract with Hedgerow Software US, Inc. as soon as possible.

Although the HHS Environmental Health Division did not conduct its own formal Request for Proposals (RFP), the HHS Environmental Health Division proposes to enter into an agreement with Hedgerow by leveraging El Dorado County's competitively awarded RFP #24-0033 attached for review. El Dorado County released RFP #24-0033 on January 15, 2024, closed it on February 29, 2024, and approved the award on April 9, 2024. Proposals were reviewed and evaluated by El Dorado County's Environmental Management Division and Procurement & Contracts Division. Hedgerow Software US, Inc. was selected based on its comprehensive functionality, competitive pricing, and proven track record with other California jurisdictions.

This approach is consistent with Section 3-1(3) and (4) of San Benito County's Purchasing Policy, which permits contracting with a private vendor that has a current or recently expired agreement with another public agency, provided that:

- The original agreement was awarded through a competitive process
- The items to be acquired are of comparable description and quality
- The price is not greater than that specified in the original agreement

Hedgerow has confirmed its willingness to extend comparable terms to San Benito County HHSA Environmental Health Division. This enables the HHSA Environmental Health Division to proceed with a contract without conducting a separate RFP, while remaining fully compliant with public procurement requirements.

Contract History

- From June 19, 2015, through June 18, 2018, the County entered into an initial contract with Accela in the amount of \$19,665.00 to support CUPA/HazMat functions.
- From June 19, 2018, through June 18, 2020, the County renewed its contract with Accela in the amount of \$12,867.75 for continued CUPA/HazMat services.
- From June 19, 2020, through June 18, 2023, the County executed another renewal with Accela totaling \$42,593.85 for CUPA/HazMat services.
- From June 19, 2023, through June 18, 2024, the County renewed its Accela contract in the amount of \$16,236.67 for continued CUPA/HazMat support.
- From June 18, 2024, through June 17, 2027, the County entered into its current contract with Accela in the amount of \$61,423.21 for CUPA/HazMat services.
- From June 1, 2024, through January 31, 2025, the County contracted with TruePoint Solutions in the amount of \$67,880.00 to provide third-party Accela support for CUPA/HazMat services.
- From July 1, 2025, through June 30, 2026, a proposed renewal with TruePoint Solutions in the amount of \$67,880.00 for CUPA/HazMat services was considered but ultimately declined.

In conclusion, while the proposed transition to Hedgerow Software US, Inc. includes an initial startup cost of \$78,000 and ongoing annual costs of \$32,660, this investment represents a strategic and appropriate use of resources to modernize the Environmental Health Division's operations. The new system will replace fragmented and limited functionality with a comprehensive, integrated platform that supports all Environmental Health programs in a single system of record, improving efficiency, data accuracy, and regulatory compliance. Additionally, the inclusion of a customer portal with online payment capabilities will significantly enhance service delivery for local businesses and the community. Given the pending sunset of the current system and the operational limitations outlined above, this investment is both necessary and beneficial to ensure continuity of services, strengthen program administration, and position the Division for long-term success.

FISCAL IMPACT:

There is a fiscal impact associated with this item. The amount of \$78,000 with ongoing costs of \$32,660 is budgeted in the FY 2026–2027 Environmental Health Division budget. Implementation costs will be funded initially through the fund balance, and the Agency is seeking a grant to cover these costs.

No budget adjustment is required at this time.

GL #: 224.80.2410.1000.619.142

STAFF RECOMMENDATION:

1. Approve contract between Hedgerow Software US, Inc. and San Benito County Health and Human Services Agency, Environmental Health Division for a comprehensive Environmental Health software program, with one-time implementation costs of \$78,000.00 and ongoing annual costs of \$32,660.00 for the term of July 1, 2026 through June 30, 2029, for a total contract amount not to exceed \$175,980.00;
2. Authorize Chair, County Executive Officer (CEO) or designee to execute contract pursuant to cooperative purchasing agreement under El Dorado County RFP #24-0033 (4/5 vote required).

ATTACHMENTS:

- [Agenda Fact Sheet - Hedgerow Software US Inc.](#)
- [Hedgerow Software US Inc SBC License and Support Agreement](#)
- [Hedgerow Implementation Work Order](#)
- [El Dorado Hedgerow RFP 24-0033](#)