



Snohomish County Council

Committee: Public Works and Infrastructure

Analyst: Deb Evison Bell

ECAF: 2022-0298

Proposal: Motion 22-156

Date: May 3, 2022

Consideration:

The proposed motion would approve and authorize the County Executive to execute Amendment No. 2 to the Software and License Agreement between Snohomish County and High Line, a NeoGov Company, under SCC 3.04.140(8).

Background:

The Snohomish County Department of Information Technology has used High Line software since 2003, when they were selected as the highest-ranking vendor in response to RFP-04-02. A new master contract was signed in 2017, that included hosting services, infrastructure, monitoring, software upgrades and access to additional software modules. In 2019 Snohomish County DoIT added the Time Management Self-Service (TMSS) platform, which included Tier 1 support for up to 600 TMSS users (Amendment 1).

Current Proposal:

Scope: The proposed Motion would approve and authorize the County Executive to execute Amendment No. 2 to the Master Contract with High Line for additional Software and Licensing that would allow for an increase to the current hosting support to a Tier 3, allowing for 4,000 TMSS users.

Duration: The proposed amendment does not alter the original term date of June 31, 2023, with five one-year renewals.

Fiscal Implications: The total amount payable under this amendment agreement is \$184,688.00, an increase of \$2,607.68 per month for Amendment No. 2.

Name		Amount
MASTER CONTRACT	Motion 17-133	\$1,056,990.65
AMENDMENT 1	Executive Approval	\$99,905.00
AMENDMENT 2	Motion 22-156	\$184,688.00

EXPENDATURES:	2022	2023	2024	2025	2026	2027
Existing Software M&S	\$148,337	\$152,788	\$157,371	\$162,092	\$166,955	\$171,964
Contract Amendment 2 M&S	\$15,646	\$31,840	\$32,795	\$33,779	\$34,792	\$35,836
TOTAL	\$163,984	\$184,628	\$190,166	\$195,871	\$201,747	\$207,800

2022 Budget: Yes, the Department of Information Technology included this as a project cost in the 2022 budget.

Future Budget Impacts: Funding for the new service will be added to the 2023 IT Priority package and IT rates for enterprise software.

Handling: NORMAL

Approved-as-to-form: NO (Amendment 2 has been reviewed by the PA, approval as to form cannot be provided due to prior Amendment 1 not approved by the PA.)

Risk Management: APPROVE

Executive Recommendation: APPROVE

Analysis: The proposed contract Amendment would allow for an increase to the current hosting support and license agreement, Council approval is necessary per SCC 3.04.140(8).

Requests: Move to GLS on May 11, 2022, for consideration.