



Public Infrastructure and Conservation

Deb Bell

Council Initiated:

Yes

No

ECAF: 2024-2009

Motion: 24-362

Type:

- Contract
- Board Appt.
- Code Amendment
- Budget Action
- Other

Requested Handling:

- Normal
- Expedite
- Urgent

Fund Source:

- General Fund
- Other- ARPA
- N/A

Executive Rec:

- Approve
- Do Not Approve
- N/A

Approved as to

Form:

- Yes
- No
- N/A

Subject: Professional Services Agreement with Speridian Technologies, LLC. for the design and development of an *ex parte* solution for the Clerk’s Office.

Scope: To develop an end-to-end automated, electronic solution for accepting, processing, and ruling on *Ex Parte* requests for the Snohomish County Clerk’s Office. This will include a two phased approach; Phase I will include design of the public portal, workflow design, mapping internal processes, functionality, and planning; Phase II will include development, deployments and configuration.

Duration: Execution through July 30, 2025.

Fiscal Impact: Current Year Multi-Year N/A

ARPA-CLFR funds for implementation are allocated and authorized for this project.

Expenditures	2024	TOTAL
130.5751650778376399 ARPA CLFR	\$303,963	\$303,963

Authority Granted: Approve and authorize the County Executive to execute the Professional Services Agreement for an automated, electronic *ex parte* solution for the Clerk’s Office, and associated amendments between Snohomish County and Speridian Technologies, LLC, under SCC 3.04.140(8).

Background: Snohomish County published a Request for Proposals (RFP 24-006JM) earlier this year soliciting proposals for a new electronic *ex parte* solution for the Clerk’s Office. Speridian Technologies, LLC was selected by the Snohomish County evaluation committee as submitting the highest-ranking proposal to create a new automated electronic solution to replace the existing manual, paper-based process. The proposed contract was negotiated, and the cost of services shall not exceed \$303,963.00 over the full term of the contract.

Requested Action: For Council to move the motion to GLS on September 4, 2024, for consideration as the request is to expedite.