



Snohomish County Council

Committee: Committee of the Whole

Analyst: Deb Evison Bell

ECAF: 2021-1038

Proposal: Motion 21-469

Date: December 20, 2021

Consideration:

The proposed motion would approve and authorize the County Executive to execute Amendment 4 to the Website Development and Hosting Agreement with Icon Enterprises Inc. D/B/A CivicPlus, pursuant to SCC 3.04.140(8).

Background:

Snohomish County entered into an agreement for Website Development and Hosting in 2013 with Icon Enterprises Inc, DBA CivicPlus. Emergency Orders¹ for Snohomish County encourage the use of technology in order to provide easy public access for residents. The County continues to implement additional functionality and online services in response to the Covid-19 pandemic. The proposed amendment to add the CivicOptimize module to the agreement would allow residents to engage with and submit or provide input to County departments, offices, and courts.

Current Proposal:

Scope: Approval of Amendment No. 4 will allow the Department of Information Technology to add the CivicOptimize module to the Agreement.

Duration: Amendment 4 of the agreement is from execution from through July 31, 2023.

Fiscal Implications: If Amendment 4 is fully executed before December 31, 2021, the initial cost for implementation and the first two years of maintenance and support for CivicOptimize, is Thirty-Two Thousand, Three Hundred Thirty-Three Dollars (\$32,333.00), plus applicable sales tax. If this Amendment 4 is not fully executed before December 31, 2021, the initial cost for implementation and the first two years of maintenance and support for CivicOptimize, is Forty Thousand, Five Hundred eighty-Three Dollars (\$40,583.00), plus applicable sales tax.

	Start	End	Motion	Total Expense
Original	7/22/2013	7/31/2023	13-261	\$454,229.00
Amendment 1	3/18/2015	7/31/2023	Executive	\$3,354.14
Amendment 2	10/19/2016	7/31/2023	16-393	\$14,793.00
Amendment 3	5/22/2019	7/31/2023	19-132	\$37,328.00
Amendment 4	Execution	7/31/2023	21-469	\$32,333.00

2021 Budget: Yes, IT anticipates a budget transfer in late 2021 to provide funding for this and other pandemic response outlays.

¹ [Snohomish-County-Superior-Court-Modification-of-Court-Operations-12-01062021 \(snohomishcountywa.gov\)](https://www.snohomishcountywa.gov/Portals/0/2021-1038/2021-1038-Proposed-Motion-21-469.pdf)

Future Budget Impacts: Funding for ongoing maintenance and support is included in the approved 2022.

Handling: Expedited handling with signature by 12/29/2021 is being requested in order to provide a savings to the County of \$8,250.

Approved-as-to-form: YES

Risk Management: APPROVE

Executive Recommendation: APPROVE

Analysis: The proposed contract amendment is part of IT's pandemic strategy and increases accessibility for residents and businesses to engage in remote business with Snohomish County.

Requests: For Council to consider the motion.