



# Committee of the Whole

Deb Bell

Council Initiated:

☐ Yes

☒ No

**ECAF:** 2023-1299

**Motion:** 23-564

**Type:**

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

**Requested Handling:**

- ☐ Normal  
☒ Expedite  
☐ Urgent

**Fund Source:**

- ☐ General Fund  
☒ Other  
☐ N/A

**Executive Rec:**

- ☒ Approve  
☐ Do Not Approve  
☐ N/A

**Approved as to**

**Form:**

- ☒ Yes  
☐ No  
☐ N/A

**Subject:** Agreement for Professional Services Agreement with Anthro-Tech, Inc. for Webpage Redesign Services.

**Scope:** A professional consultant is needed to assist the County in providing a comprehensive update to modernize the County's public websites and provide a modern, accessible platform for customers to easily utilize when engaging with County government for services and information.

**Duration:** One year from execution and allows for extensions of up to six (6) months.

**Fiscal Impact:** ☒ Current Year ☐ Multi-Year ☐ N/A

Funding for this project is authorized in 2023 IT budget and planned for partial reappropriation of fund balance in the IT Department 2024 budget.

Expenditures	2024	Total
505 5148804101 IT Operations	\$128,160	<b>\$128,160</b>
		<b>0</b>
<b>Total's</b>		<b>\$128,160</b>

**Authority Granted:** Approve and authorize the County Executive to execute the Agreement for Professional Services for Website Redesign Services, and associated amendments between Snohomish County and Anthro-Tech, Inc., under SCC 3.04.140(8).

**Background:** The County selected Anthro-Tech, Inc. through RFP-23-037BC following all established Federal, State and County policies. Snohomish County has determined a need of a consultant to provide a plan for a comprehensive update to modernize the County's public websites and provide a modern, accessible platform for customers engaging with County government.

The Snohomish County IT department manages the global web presence, and the content management has been delegated to publishers throughout the County, over 29 separate departments/offices and many lines of business. The County currently has approximately 7,000 active webpages, 100,000 documents/ images, and 100 webforms across multiple websites, all currently hosted on CivicPlus. The combined traffic to all sites is approximately 1.5 million users/month.

The primary focus of the consultant will be the main County website, but all websites are being included in the scope for awareness, evaluation, and understanding impacts to navigation or other design elements. The County sites have grown over time without a well-defined information architecture. In addition, the County has not consistently followed publishing guidelines for creating and maintaining content.

**Requested Action:** For Council to consider the motion.