

□No □N/A

Committee of the Whole

Deb Bell

ECAF: 2025-0341	Subject:	Software as a Services Agreement with GxP Partners, LLC.						
Motion: 25-195	Scope: The proposed agreement is for an electronic case manageme system for the Office of Hearings Administration, which also includ the Hearing Examiner, Boundary Review Board and Board							includes
⊠Contract			•	•				
Board Appt.		Equalization. The proposed software allows for the management,						
\Box Code Amendment		storage and retention of case files associated with land use,						
		annexation cases and appeals pertaining to Code Enforcement,						
Budget Action		Auditor-Animal Services, Solid Waste, the Health Department and the						
□Other		Assess	or.					
Requested Handling:	Duration:		•				e (5) years	
⊠Normal; Due	date of execution. The Agreement may be extended in five-year terms							
4/30/25		for the	duration	n of the Co	unty's use c	of the systen	n.	
Expedite								
□Urgent								
	Fiscal Impact		□Curi	rent Year	⊠Multi-Y	ear □N/A	4	
	Fiscal Impact Appropriation					•		ted costs for
Fund Source:	Appropriation	n exists	s within	the IT bud	get for imp	lementatio	n. Anticipa	
C C	Appropriation ongoing mair	n exists	s within ce will be	the IT bud added inc	get for imp luded in the	olementation future IT ra	n. Anticipa ates in 2027.	
Fund Source:	Appropriation	n exists ntenanc	s within	the IT bud	get for imp	lementatio	n. Anticipa	
Fund Source: □General Fund ⊠Other	Appropriation ongoing mair Expend	n exists	s within ce will be 2025 \$107,720	the IT bud added inc 2026 \$0	get for imp uded in the 2027 \$0	olementation e future IT ra 2028 \$0	n. Anticipa ates in 2027. 2029 \$0	Total \$107,720
<u>Fund Source:</u> □General Fund	Appropriation ongoing mair Expend 505.514891480 Implementation 505.514891480	n exists	s within ce will be 2025	the IT bud added inc 2026	get for imp luded in the 2027	olementation future IT ra 2028	n. Anticipa ates in 2027. 2029	Total
Fund Source: □General Fund ⊠Other □N/A	Appropriation ongoing mair Expend 505.514891480 Implementation 505.514891480 Maintenance	n exists ntenanc	s within ce will be 2025 \$107,720 \$37,912	the IT bud added incl \$0 \$37,912	get for imp uded in the 2027 \$0 \$37,912	olementation future IT ra 2028 \$0 \$37,912	n. Anticipa ates in 2027. 2029 \$0 \$37,912	Total \$107,720 \$189,560
Fund Source: □General Fund ☑Other □N/A Executive Rec:	Appropriation ongoing main Expend 505.514891480 Implementation 505.514891480 Maintenance 505.514891480	n exists ntenanc	s within ce will be 2025 \$107,720	the IT bud added inc 2026 \$0	get for imp uded in the 2027 \$0	olementation e future IT ra 2028 \$0	n. Anticipa ates in 2027. 2029 \$0	Total \$107,720
Fund Source: □ General Fund ⊠ Other □ N/A Executive Rec: ⊠ Approve	Appropriation ongoing main Expend 505.514891480 Implementation 505.514891480 Maintenance 505.514891480 Additional Stora Total (does not	n exists ntenanc	s within ce will be 2025 \$107,720 \$37,912	the IT bud added incl \$0 \$37,912	get for imp uded in the 2027 \$0 \$37,912	olementation future IT ra 2028 \$0 \$37,912	n. Anticipa ates in 2027. 2029 \$0 \$37,912	Total \$107,720 \$189,560
Fund Source: ☐ General Fund ☑ Other ☐ N/A Executive Rec: ☑ Approve ☐ Do Not Approve	Appropriation ongoing main Expend 505.514891480 Implementation 505.514891480 Maintenance 505.514891480 Additional Stora	n exists ntenanc	s within ce will be 2025 \$107,720 \$37,912 st. \$3,000	the IT bud added incl \$0 \$37,912 Est. \$3,000	get for imp uded in the \$0 \$37,912 Est. \$3,000	solementation future IT ra 2028 \$0 \$37,912 Est. \$3,000	n. Anticipa ates in 2027. \$0 \$37,912 Est. \$3,000	Total \$107,720 \$189,560 Est. \$15,000
Fund Source: □ General Fund ⊠ Other □ N/A Executive Rec: ⊠ Approve	Appropriation ongoing main Expend 505.514891480 Implementation 505.514891480 Maintenance 505.514891480 Additional Stora Total (does not include sales tax	n exists ntenanc 1 \$ 1 \$ 1 \$ 1 \$ 1 \$ 1 \$ 1 \$ 1 \$ 2 \$ 3 \$ 3 \$ 5	s within ce will be 2025 \$107,720 \$37,912 st. \$3,000 \$148,632	the IT bud added incl \$0 \$37,912 Est. \$3,000 \$40,912	get for imp uded in the \$0 \$37,912 Est. \$3,000 \$40,912	blementation e future IT ra 2028 \$0 \$37,912 Est. \$3,000 \$40,912	n. Anticipa ates in 2027. 2029 \$0 \$37,912 Est. \$3,000 \$40,912	Total \$107,720 \$189,560 Est. \$15,000 \$312,280
Fund Source: ☐ General Fund ☑ Other ☐ N/A Executive Rec: ☑ Approve ☐ Do Not Approve ☐ N/A	Appropriation ongoing main Expend 505.514891480 Implementation 505.514891480 Maintenance 505.514891480 Additional Stora Total (does not include sales tax	n exists ntenanc 1 \$ 1 1 E: ge () ranted:	s within ce will be 2025 \$107,720 \$37,912 st. \$3,000 \$148,632	the IT bud added incl \$0 \$37,912 Est. \$3,000 \$40,912	get for imp uded in the \$0 \$37,912 Est. \$3,000 \$40,912	county Ex	n. Anticipa ates in 2027. 2029 \$0 \$37,912 Est. \$3,000 \$40,912	Total \$107,720 \$189,560 Est. \$15,000 \$312,280 execute the
Fund Source: ☐ General Fund ☑ Other ☐ N/A Executive Rec: ☑ Approve ☐ Do Not Approve ☐ N/A Approved as to	Appropriation ongoing main Expend 505.514891480 Implementation 505.514891480 Maintenance 505.514891480 Additional Stora Total (does not include sales tax	n exists ntenanc 1 \$ 1 1 E: ge \$ ()	s within ce will be 2025 \$107,720 \$37,912 st. \$3,000 \$148,632	the IT bud added incl \$0 \$37,912 Est. \$3,000 \$40,912	get for imp uded in the \$0 \$37,912 Est. \$3,000 \$40,912 chorize the	county Ex	n. Anticipa ates in 2027. 2029 \$0 \$37,912 Est. \$3,000 \$40,912	Total \$107,720 \$189,560 Est. \$15,000 \$312,280 execute the
Fund Source: ☐ General Fund ☑ Other ☐ N/A Executive Rec: ☑ Approve ☐ Do Not Approve ☐ N/A	Appropriation ongoing main Expend 505.514891480 Implementation 505.514891480 Maintenance 505.514891480 Additional Stora Total (does not include sales tax	n exists ntenanc 1 \$ 1 \$ 1 \$ 1 \$ 1 \$ 1 \$ 1 \$ 1 \$ 1 \$ 1 \$	s within ce will be 2025 \$107,720 \$37,912 st. \$3,000 \$148,632 c Approv e (SaaS)	the IT bud added incl \$0 \$37,912 Est. \$3,000 \$40,912 re and aut Agreement	get for imp uded in the 2027 \$0 \$37,912 Est. \$3,000 \$40,912 thorize the for a case in	county Exmanagement	n. Anticipa ates in 2027. 2029 \$0 \$37,912 Est. \$3,000 \$40,912 ecutive to at system, ar	Total \$107,720 \$189,560 Est. \$15,000 \$312,280 execute the ad associated

Background: The County published RFP-24-027BC-S to solicit proposals for an electronic case management system. GxP's Appian Case Management Studio software was selected by the Snohomish County evaluation committee as submitting the highest-ranking proposal.

The cost for services, including initial implementation, licenses and maintenance is not to exceed \$312,280.00, plus applicable sales tax.

<u>Action Requested</u>: For Council to consider the motion, as the contract due date is April 30th.