

PIGGYBACK AWARD RECOMMENDATION

To: Council Chair

Date: 3/31/2026

Through: Dave Somers, County Executive

From: Bill Thornton, Purchasing Manager

Bidding Agency: Washington State

General Legislative Session: Weds, April 8, 2026

Agency's Contract No: 00819

Product: Fleet Card Services

Agency's Contract Term: 110/1/2020-12/31/2027

Requestor/User Department: Sheriff's Office

Recommended Supplier: Wex Bank

Estimated Award Amount: \$45,000 annually

Proposed Piggyback Term: Two (2) years

BRIEF DESCRIPTION:

The Sheriff's Office requests the use of a "piggyback" or "cooperative purchase" under SCC 3.04.220 utilizing a competitive RFP issued and awarded by the Office of Washington State Department of Enterprise Services (DES). A Contract Usage Agreement between Snohomish County and DES authorizing cooperative purchases was approved by the County Council under Motion 24-232 and is currently in effect.

DES, as the lead state, and in cooperation with NASPO, issued RFP No. 00819 for Commercial Card Services on June 4, 2019 (RFP). The RFP contained 2 categories: Category 1 for Credit Card Services and Category 2 for Fleet Card Services. The competition resulted in Master Agreement No. 00819, amended and restated on October 1, 2020, and Participating Addendum No. 00819 dated and effective October 9, 2020, with Wex Bank, who is the highest scoring supplier for Fleet Card Services. The Sheriff's Office needs fleet gas cards that can be utilized in more locations in and out of state for their law enforcement activities.

AWARD AUTHORITY:

This award recommendation is before the County Council for approval to award in accordance with Snohomish County Code section 3.04.120, "Formal sealed bidding," and Section 3.04.140(11) "Award, execution, by whom," which establish the County Council as the award authority for contracts. The County Council approves this recommendation and authorizes the County Executive or designee to execute an agreement and subsequent amendments for the products/services described above.

AWARD RECOMMENDATION:

The Sheriff's Office endorses the award recommendation.

The Purchasing Manager has electronically reviewed and recommends this award on ECAF 2026-0898.

The County Executive has electronically reviewed and recommends this award on ECAF 2026-0898.



Council Chair

4/8/2026

Date