



Public Infrastructure and Conservation

Deb Bell

Council Initiated:

☐ Yes

☒ No

ECAF: 2025-1346

Motion: 25-260

Type:

☒ Contract

☐ Board Appt.

☐ Code Amendment

☐ Budget Action

☐ Other

Requested Handling:

☐ Normal

☐ Expedite

☒ Urgent (Deadline of 5/30/2025 requested)

Fund Source:

☐ General Fund

☒ Other

☐ N/A

Executive Rec:

☒ Approve

☐ Do Not Approve

☐ N/A

Approved as to

Form:

☐ Yes

☒ No (Reviewed by DPA but cannot AASTF due to vendor and PDS amending the original start date.)

☐ N/A

Subject:

Amendment 4 to the Technology Solution Contract for Electronic Content Management Solution (ECMS) with Open Text.

Scope:

The proposed amendment would acquire 73 additional Extended ECM, X1 Standard Named User licenses, maintenance and on-going support for the Health Departments migration of archival public health records from the legacy "Insight" software platform and replace the end-of-life custom "DAVE" software. This will modernize the service hosting public-facing septic records, as-builts and other related historical records.

Duration:

June 1, 2025, through November 30, 2026.

Fiscal Impact:

☐ Current Year

☒ Multi-Year

☐ N/A

Costs for implementation of additional licenses and annual maintenance fees will be funded by the Health Department in 2025. If needed, ongoing license support will be included in the 2027/2028 Biennial IT rate model and budget.

Expenditures	Current	2 nd YR	Total
1253156303105 Insight Licenses (12)	\$12,200.22	\$0	\$12,200.22
HD30532EH3105 DAVE Licenses EH Grant (61)	\$30,000.00	\$0	\$30,000.00
HD30515EH3105 DAVE License EH (61)	\$32,017.77	\$0	\$32,017.77
Total	\$74,217.99	\$0	\$74,217.99

Authority Granted: Approve and authorize the County Executive to execute Amendment 4 to the Technology Solution Contract between Snohomish County and Open Text, under SCC 3.04.140(11).

Background:

In 2018, Snohomish County entered into a software license agreement and technology solution contract for professional services with Open Text Inc., per the Washington State Department of Enterprise Services Master Contract No.07814-002 and the Snohomish County Statement of Work, as a "Technology Solution Contract for an Enterprise Content Management Solution".

This solution software provides an ECMS for Snohomish County Planning and Development Services (PDS). The Open Text ECMS platform allows for the implementation of software solutions, strategic technology planning, streamlining the permitting process and improving the management of the millions of records maintained by PDS. The Health Department would like to acquire 73 licenses and associated maintenance and support for use and data migration.

	Start	End	Amount
Original (Motion 18-051)	10/26/2015	11/30/2021	\$314,149
Amendment 1 (Motion 21-400)	12/01/2021	11/30/2024	\$34,885.09 plus tax
Amendment 2 (Motion 23-480)	2/01/2024	11/30/2026	\$354,458.86 plus tax
Amendment 3 (Motion 24-465)	12/01/2024	11/30/2026	\$332,099.58 plus tax
Amendment 4 (Motion 25-260)	6/01/2024	11/30/2026	\$74,217.99 plus tax

Action Requested: For Council to move the motion to GLS on June 4 for consideration.