

Committee: Public Works and Infrastructure Analyst: Deb Evison Bell

ECAF: 2021-0652

Proposal: Motion 21-307 Date: September 21, 2021

Consideration:

The proposed motion would authorize the County Executive to execute Amendment 2 to the software service agreement between Snohomish County and LegalAtoms Corporation.

Background:

Emergency Orders¹ for Snohomish County encourage the use of technology in order to provide easy public access for the filing of protection orders, which is considered an essential matter. The County and LegalAtoms originally entered into a sole source Software Service Agreement (SS-003-20) on September 23, 2020 to assist in fulfilling the terms of the Emergency Order. The agreement was amended on February 3, 2021² (Motion 21-013), ensuring a secure protection order filing solution until December 31, 2021.

Legal Atoms software provides the public with an intuitive and easy online tool for the completion and submission of self-represented litigants seeking a protection order and replaces the need for in-person intake appointments. The County continues to implement additional functionality and online services in response to the Covid-19 pandemic.

Current Proposal:

Scope: LegalAtoms software meets the need for a secure electronic filing solution and minimizes the need for in-person appointments by providing a user-friendly guided interface that assists self-represented litigants seeking a protection order. This amendment is required to extend the agreement.

Duration: Amendment 2 extends the agreement from January 1, 2022 through September 30, 2023 for a monthly fee of \$4,000.

Fiscal Implications: The expenditure is included in the 2022 submitted budget for Information Technology.

EXPEND:	2022	2023	Total Expense
	\$48,000.00	\$36,000.00	\$84,000.00
TOTAL	\$48,000.00	\$36,000.00	\$84,000.00

<u>2021 Budget:</u> Yes, the 2021 Budget includes appropriation authority for the contract.

¹ <u>Snohomish-County-Superior-Court-Modification-of-Court-Operations-12-01062021</u> (snohomishcountywa.gov)

² Operations Committee - Jan 26th, 2021 (granicus.com)

<u>Future Budget Impacts:</u> Funding for ongoing maintenance and support is included in the approved 2021 budget and is requested in the 2022 budget.

Handling: NORMAL (Note: Existing contract expires on December 31, 2021.)

<u>Approved-as-to-form:</u> YES Risk Management: APPROVE

Executive Recommendation: APPROVE

<u>Analysis</u>: The proposed contract amendment allows for continued use, changes and upgrades stipulated in the agreement and will allow for the continuation of accurate and accessible online submission of self-represented litigants seeking a protection order.

Requests: Move to GLS on September 29, 2021 for consideration.