



Snohomish County Council

Committee: Public Works and Infrastructure

Analyst: Deb Evison Bell

ECAF: 2022-1135

Proposal: Motion 22-467

Date: December 6, 2022

Consideration:

The proposed motion would approve and authorize the County Executive to execute Amendment No. 2 to the Master Software License and Services Agreement between Snohomish County and Progressive Solutions, Inc., under SCC 3.04.140(8).

Background:

The Snohomish County Department of Information Technology has used Progressive Solutions, Inc. (PSI) PetTrack software since 2011, when they were selected as the highest-ranking vendor in response to RFP-11-11. The system was upgraded in 2016 to provide community members the ability to purchase a new animal license through an online portal, with an additional module for managing business licensing online.

The original agreement from 2011, with all extensions exhausted, will expire in January 2023. The County owns the licensed software and would like to continue to obtain maintenance from PSI while the County Purchasing Department completes the RFP process.

Current Proposal:

Scope: The proposed Motion would approve and authorize the County Executive to execute Amendment No. 2 to the Master Software License and Services Agreement for a renewal of one additional one-year term with set pricing.

Duration: The Amendment No. 2 will allow the County to continue receiving maintenance support from PSI at set pricing through January 10, 2024.

Fiscal Implications: The total amount payable under this amendment agreement is \$21,326.27.

2023 Budget: Maintenance fees are included in IT rate model in 2023.

Future Budget Impacts: Ongoing maintenance fees are included in the IT rate model and into the future.

Handling: NORMAL

Approved-as-to-form: APPROVE

Risk Management: APPROVE

Executive Recommendation: APPROVE

Requests: Move to GLS on December 14, 2022, for consideration.