

SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington

MOTION NO. 23-213

APPROVE AND AUTHORIZE EXECUTION OF THE SOFTWARE AS A
SERVICE (SAAS) AGREEMENT WITH CITIES DIGITAL, INC. DBA "CDI" FOR A
DOCUMENT MANAGEMENT SYSTEM

WHEREAS, the Snohomish County District Court requires a comprehensive court-wide electronic document management system that will accommodate its expanding needs, improve access to information, streamline workflow and management processes, manage access control, allow image capture, and retention; and

WHEREAS, the County published RFP-22-007SB to solicit proposals for a new electronic document management system; and

WHEREAS, Cities Digital, Inc. dba CDI was selected by the Snohomish County evaluation committee as submitting the highest-ranking proposal to provide this new electronic document management system; and

WHEREAS, the cost for the services, including initial implementation, licenses and maintenance of the system for three years, is expected to be Three Hundred Fourteen Thousand Two Hundred Fifty-Two Dollars and Zero Cents (\$314,252.00) plus applicable sales tax over the initial three-year contract term; and

WHEREAS, the Software License and Services Agreement allows for optional renewals of one (1) year terms for the duration of the County's use of the system, and allows the County to terminate for convenience after two (2) years.

NOW, THEREFORE ON MOTION, the Snohomish County Council approves and authorizes the County Executive to execute the Software License and Services Agreement for a document management system, and associated amendments between Snohomish County and Cities Digital, Inc. dba CDI.


PASSED this 14th day of June, 2023.

SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington



Chairperson

ATTEST:



Deputy Clerk of the Council