



# Public Infrastructure and Conservation

Deb Bell

Council Initiated:

☐ Yes

☒ No

**ECAF:** 2023-1037

**Motion:** 23-417

**Type:**

☒ Contract

☐ Board Appt.

☐ Code Amendment

☐ Budget Action

☐ Other

**Requested Handling:**

☐ Normal

☒ Expedite

☐ Urgent

**Fund Source:**

☐ General Fund

☒ Other

☐ N/A

**Executive Rec:**

☒ Approve

☐ Do Not Approve

☐ N/A

**Approved as to**

**Form:**

☒ Yes

☐ No

☐ N/A

**Subject:** SaaS Agreement for budget software.

**Scope:** Questica, Ltd was selected by the Snohomish County evaluation committee as the highest-ranking applicant to RFP-23-013BC-S, which would allow the County new budget planning, forecasting, and adoption process control, with data analysis, reporting and transparency tools. The proposed Software as a Service Agreement includes initial implementation, configuration and design, ongoing annual maintenance, support and cloud-based hosting services. ***To meet the timeline for the 2025-2026 biennial budget process, the software must be implemented and functional no later than January 31, 2024.***

**Duration:** The proposed contract is for 5 years from date of execution, with up to five additional two-year extensions.

**Fiscal Impact:** ☐ Current Year ☒ Multi-Year ☐ N/A

Funding for the budget software has been previously appropriated within the IT multi-year Fund 315 budget as part of the ERP upgrade. Anticipated costs for ongoing maintenance will be included in the IT rates, including 2024 going forward.

Expenditures	Current Year	2024	2025	2026	2027	Total
315 IT Capital	\$401,059	\$401,622				<b>\$1,546,857</b>
						<b>0</b>
<b>Total's</b>	<b>\$401,059</b>	<b>\$401,622</b>				<b>\$1,546,857</b>

**Authority Granted:** Approves and authorizes the County Executive to execute the Software as a Service Agreement and associated amendments with Questica, Ltd to provide budget software for a five-year term and to allow as many as five additional two-year extensions.

**Background:** The County Finance Department has a need to replace the existing database and software system with a more up to date software solution that will allow for the County's budget planning, forecasting, modeling, reporting, and adoption needs. The County has used the previous system for more than 20 years, which has become vulnerable to database instability, complicated to support, and obsolete.

The County selected Questica, Ltd through RFP-23-013BC-S following all established Federal, State and County policies. The agreement as negotiated, and includes costs for services, including initial implementation, annual maintenance, support, and hosting.

**Requested Action:** For Council to consider the motion.