



Snohomish County Council

Committee: Committee of the Whole
ECAF: 2022-0926
Proposal: Motion 22-438

Analyst: Deb Evison Bell
Date: October 25, 2022

Consideration:

The proposed motion would approve and authorize the County Executive to execute Amendment 1 to the Service Agreement with American Platform Services, an Arizona LLC, D/B/A TheRecordXchange, pursuant to SCC 3.04.140(8).

Background:

In 2020 Snohomish County entered into an agreement with ExhibitOne for specific file management and public records functions, including software to capture digital court recordings for District and Superior Courts, and the Offices of the County Clerk and Hearings Examiner. The agreement included a third-party solution component for the digital court recording system. In August 2022 an agreement was executed with TheRecordXchange by the Executive to design, deploy, and configure a cloud-based customized web portal for District Court for capturing and fulfilling requests for public access to those digital court recordings. A customized web portal is also required for Superior Court.

Current Proposal:

Scope: The proposed Amendment 1 would approve and authorize the County Executive to execute Amendment 1 to the Service Agreement between American Platform Services, an Arizona LLC, d/b/a TheRecordXchange to design, deploy and configure a web portal for Superior Court.

Duration: Amendment 1 of the agreement is from execution through July 31, 2025. First year is from 11/01/2022 through 07/31/2023; thereafter co-termed with the original agreement.

Fiscal Implications: Parties have agreed to add the Superior Court web portal to the County’s Master Agreement with TheRecordXchange for an additional annual software subscription fee of \$13,800 (first year is prorated).

	Start	End	Motion	Total Expense
Original	8/01/2022	7/31/2025	Executive	\$19,800
Amendment 1	11/01/2022	7/31/2025	22-438	\$37,950
Total (excludes Tax)				\$57,750

2022 Budget: Initial year fees (\$16,950) are included in anticipated project costs in Fund 315. (Combined existing (\$6,600) and proposed prorated (\$10,350) fees total \$16,950.)

Future Budget Impacts: Ongoing subscription and maintenance fees are included in the IT rate model in 2023 and into the future.

Handling: EXPEDITE (All project-related equipment has been deployed, training has been scheduled for end users, and the Superior Court is prepared to implement these services beginning November 1st)

Approved-as-to-form: NO

Risk Management: APPROVE

Executive Recommendation: APPROVE

Requests: For Council to consider the motion.