



Snohomish County Council

Committee: Public Works
ECAF: 2022-0587
Motion: 22-318

Analyst: Nicole Gorle
Date: August 8, 2022

Consideration:

Authorize the Executive to execute a Professional Services Agreement with Lance, Soll & Lunghard, LLP for GASB 87 Lease Accounting Software.

Background:

Governmental Accounting Standards Board (GASB) was established in 1984 to establish accounting and financial reporting standards state and local governments. GASB 87 addresses lease accounting and financial reporting standards and requires specific software be used by governments for the reporting requirements. The County published RFP 026-21SB to solicit proposals from contractors for this software and Lance, Soll & Lunghard, LLP ranked the highest and was selected to be the contractor.

Current Proposal:

Scope: Under the Professional Services Agreement, the contractor will provide the county with the LeaseQuery Lease Accounting Software and assist the County in implementation of the software. The contractor will provide best practices and recommendations for software implementation, lease by lease review, analysis, and data entry as requested, consult on software validation and testing, and provide weekly support for up to 30 days after implementation. The contract outlines five deliverables for the contractor:

1. Planning, Kickoff and Training
2. Data Preparation
3. Software customization
4. Review and handoff
5. Go-Live

Data used in this software is the sole and exclusive property of the County. The Contractor has limited access to the data for the sole purpose of providing the services outlined in the contract.

Duration: Five years from execution (Option to extend up to two (2) additional two (2) year terms)

Fiscal Implications: \$171,825.49 (plus applicable sales tax) – Funding was included in the adopted 2022 IT Capital Fund budget as part of the ERP/Cayenta project.

2022 Budget: Yes

Future Budget Impact: Yes

Handling: Normal

Approved-as-to-form: Yes (it was contingent on the contractor completing business registration, which has taken place – see attachment #1)

Risk Management: Yes

Executive Recommendation: Approve

Attachment: Attachment 1 – WA Business License 2022

Amendments: None

Request: Move to GLS on August 24th for consideration.