

SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington

MOTION NO. 24-133

APPROVE AND AUTHORIZE EXECUTION OF THE AGREEMENT FOR PROFESSIONAL
SERVICES WITH ASPIRE HR, INC. FOR AN ABSENCE MANAGEMENT SYSTEM

WHEREAS, the County currently processes state and federal mandated leaves manually in a decentralized model, with each department managing their own employees; and

WHEREAS, the County currently uses NeoGov High Line as our system of record for payroll processing however time entries are done differently depending on the department with some using High Line integrated system (Time Management Self Service and Employee Management Self Service), Kronos, or spreadsheet tracking that is eventually uploaded into High Line; and

WHEREAS, the County desires an Absence Management System (AMS) solution that is geared for the management of state and federally mandated leaves and accommodations which will be used to provide a centralized solution for the County's increasing number of departments and employees and to ensure compliance with state and federal regulations; and

WHEREAS, the County published RFP-23-021BC to solicit proposals for an absence management system; and

WHEREAS, Aspire HR, Inc. was selected by the Snohomish County evaluation committee as submitting the highest-ranking proposal to provide the absence management system; and

WHEREAS, the Agreement for Professional Services term is for five (5) years from execution of the Agreement and allows optional five (5) year extensions for the life of use at the County; and

WHEREAS, the maximum cost for these professional services and annual maintenance and support fees is expected to be Three Hundred Sixty-Six Thousand Two Hundred Five Dollars (\$366,205) plus applicable sales tax during the initial five (5) year term;

NOW, THEREFORE ON MOTION, the Snohomish County Council approves and authorizes the County Executive to execute the Agreement for Professional Services for an Absence Management System, and associated amendments between Snohomish County and Aspire HR, Inc.

PASSED this 10th day of April, 2024.

SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington



Council Chair

ATTEST:



Deputy Clerk of the Council