



Snohomish County Council

Legislation Details (With Text)

File #: 2021-0652 **Version:** 1

Type: Motion **Status:** Approved

File created: 8/25/2021 **In control:** General Legislative Session

On agenda: 9/29/2021 **Final action:** 9/29/2021

Title: Motion 21-307, approve and authorize the County Executive to execute Amendment 2 to the software as a service agreement between Snohomish County and LegalAtoms Corporation

Sponsors:

Indexes:

Code sections:

Attachments: 1. Motion 21-307, 2. Council Staff Report, 3. Legal Atoms Amendment 2 - SIGNED, 4. Legal Atoms Amendment 2 Fiscal Sheet, 5. Legal Atoms 2 PA Approval, 6. Legal Atoms Insurance 2021-2022, 7. Legal Atoms Amendment 1 Executed, 8. Legal Atoms Final Signed, 9. Motion Assignment Slip, 10. Distribution Sheet

| Date | Ver. | Action By | Action | Result |
|-----------|------|---|---------------------------------|--------|
| 9/29/2021 | 1 | General Legislative Session | Approved | Pass |
| 9/21/2021 | 1 | Public Works and Infrastructure Committee | Moved to the GLS Consent Agenda | |
| 9/7/2021 | 1 | Administrative Session | Assigned | |

Executive/Council Action Form (ECAF)

ITEM TITLE:

Motion 21-307, approve and authorize the County Executive to execute Amendment 2 to the software as a service agreement between Snohomish County and LegalAtoms Corporation

DEPARTMENT: Information Technology

ORIGINATOR: Dee White

EXECUTIVE RECOMMENDATION: Approve

PURPOSE: To obtain approval to extend the software as a services agreement with LegalAtoms Corporation to enable e-filing of protection orders for the Clerk’s Office.

BACKGROUND: The Clerk’s Office implemented Odyssey File & Serve, for citizen use to electronically file (e-file) court documents with the Clerk via a secure, web-based portal. While this e-filing solution will be available to all citizens, the primary target filers are attorneys or law firms, and it is not designed to provide step-by-step instructions to assist self-represented litigants with the complex details of completing legal documents, such as filing for a protection order, which often requires detailed guidance and facilitation from Clerk staff. The COVID19 emergency court order required the County provide citizens with the ability to submit protection order court documents electronically (currently done via email). LegalAtoms has been providing the County with an electronic filing solution for citizens that provides intuitive information and tools that replace an in-

person intake appointment that guide victims through the required legal forms in accordance with filing rules since October 2020. It meets the need for a secure electronic filing solution and minimizes the need for in-person appointments by providing a user-friendly guided interface that assists self-represented litigants seeking a protection order. This Amendment 2 extends the agreement for through September 30, 2023 for a monthly fee of \$4,000.

FISCAL IMPLICATIONS:

| EXPEND: FUND, AGY, ORG, ACTY, OBJ, AU | CURRENT YR | 2ND YR | 1ST 6 YRS |
|---------------------------------------|------------|----------|-----------|
| 505-5148914801 | \$48,000 | \$36,000 | \$84,000 |
| Plus applicable sales tax | | | |
| | | | |
| TOTAL | \$48,000 | \$36,000 | \$84,000 |

| REVENUE: FUND, AGY, ORG, REV, SOURCE | CURRENT YR | 2ND YR | 1ST 6 YRS |
|--------------------------------------|------------|--------|-----------|
| | | | |
| | | | |
| | | | |
| TOTAL | | | |

DEPARTMENT FISCAL IMPACT NOTES: There are sufficient funds for the expenditure in the 2021 Clerk's Office budget and the expenditure is included in the 2022 submitted budget for Information Technology.

CONTRACT INFORMATION:

| | | | |
|--------------------------|-----------|--------|---------------------------------------|
| ORIGINAL and AMENDMENT 1 | CONTRACT# | AMOUNT | \$54,000.00 |
| AMENDMENT 2 | CONTRACT# | AMOUNT | \$84,000.00 plus applicable sales tax |

Contract Period

| | | | | |
|--------------------------|-------|-----------------|-----|--------------------|
| ORIGINAL and AMENDMENT 1 | START | October 1, 2020 | END | December 31, 2021 |
| AMENDMENT 2 | START | January 1, 2022 | END | September 30, 2023 |

OTHER DEPARTMENTAL REVIEW/COMMENTS: PA approval 8/31/21