



Snohomish County Council

Legislation Text

File #: 2022-1135, Version: 1

Executive/Council Action Form (ECAF)

ITEM TITLE:

Motion 22-467, approving and authorizing the County Executive to execute amendment 2 to the Master Software License and Services Agreement with Progressive Solutions, Inc.

DEPARTMENT: Information Technology

ORIGINATOR: Dee White

EXECUTIVE RECOMMENDATION: Approved by Ken Klein 10/31/22

PURPOSE: The purpose of this ECAF is to approve Amendment 2 to the Software License and Services contract with Progressive Solutions, Inc., to extend the Master Agreement and set annual maintenance renewal fees for one additional one-year term.

BACKGROUND: Progressive Solutions, Inc. (PSI) PetTrack software was selected in as the highest rated proposal to provide automated pet licensing and complaint tracking through RFP-11-11. The system has been in use by Snohomish County since its implementation in 2013, successfully automating the Auditor’s animal complaints, animal business licensing and pet licensing renewals. The system was upgraded in 2016 to provide community members with the ability to purchase a new animal license in addition to renewing licenses through the online portal, and addition of a module for managing business licenses online. The agreement executed in 2013 was for a five-year initial term, plus up to five additional one-year optional terms through January 10, 2023. The County now owns the licenses and wishes to continue to receive maintenance from PSI. The County Purchasing Department has authorized a one-year extension to allow time to complete an RFP process to continue annual maintenance services. The County and PSI have agreed to one additional one (1) year term with pricing set for the 2023 term. Approval of this Amendment 2 will allow the County to continue receiving maintenance support from PSI at set pricing through 1/10/2024.

FISCAL IMPLICATIONS:

| EXPEND: FUND, AGY, ORG, ACTY, OBJ, AU | CURRENT YR | 2ND YR | 1ST 6 YRS |
|--|-------------|--------|-------------|
| 505-5148914801 IT App Support & Maintenance | \$21,326.27 | | \$21,326.27 |
| Plus applicable sales tax | | | |
| | | | |
| TOTAL | \$21,326.27 | | \$21,326.27 |

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

| | | | |
|--------------|--|--|--|
| | | | |
| | | | |
| | | | |
| TOTAL | | | |

DEPARTMENT FISCAL IMPACT NOTES: Ongoing maintenance fees are included in the IT rate model in 2023 and into the future.

CONTRACT INFORMATION:

| | | | | |
|-----------|---|-----------|--------|---------------------------------------|
| ORIGINAL | X | CONTRACT# | AMOUNT | \$188,805.48 |
| AMENDMENT | 1 | CONTRACT# | AMOUNT | \$24,677 plus applicable sales tax |
| AMENDMENT | 2 | CONTRACT# | AMOUNT | \$21,326.27 plus applicable sales tax |

Contract Period

| | | | | |
|-------------|-------|-------------------------|-----|-----------|
| ORIGINAL | START | 1/11/2013 Motion 12-441 | END | 1/10/2018 |
| AMENDMENT 1 | START | 1/21/2016 Motion 15-501 | END | 9/30/2018 |
| AMENDMENT 2 | START | 1/11/2023 | END | 1/10/2024 |

OTHER DEPARTMENTAL REVIEW/COMMENTS: PA approval as to form 10/28/2022. Reviewed/approved by Risk - Shelia Barker 10/31/22. Reviewed/approved by Finance - Nathan Kennedy 10/31/22