



Snohomish County Council

Legislation Text

File #: 2023-0421, Version: 1

Executive/Council Action Form (ECAF)

ITEM TITLE:

Motion 23-164, approve and authorize execution of the purchase agreement and terms with Quadient, Inc. for new parcel lockers

DEPARTMENT: Information Technology

ORIGINATOR: Dee White

EXECUTIVE RECOMMENDATION: Approved by Ken Klein 4/17/23

PURPOSE: The purpose of this ECAF is to approve and execute the agreement to purchase new parcel lockers for the County's mail room and associated software subscription and support for the Department of Information Technology from Quadient, Inc.

BACKGROUND: The County's IT Department seeks to purchase a new parcel locker system to streamline the County's package pick-up process. The County published RFP-22-037BC to solicit proposals for parcel lockers and Quadient, Inc. was selected by the Snohomish County evaluation committee as submitting the highest-ranking proposal to provide the new parcel lockers. The cost of purchasing the parcel lockers and associated software and support is approximately 60% of the cost of leasing the lockers for 5 years. Approval of this ECAF will allow the IT Department to purchase and implement the parcel lockers with the necessary software subscription and support.

FISCAL IMPLICATIONS:

EXPEND: FUND, AGY, ORG, ACTY, OBJ, AU	CURRENT YR	2ND YR	1ST 6 YRS
505 5148703500 IT Mail Minor Equipment	\$51,333	\$3,154	\$64,197
TOTAL	\$51,333	\$3,154	\$64,197

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

DEPARTMENT FISCAL IMPACT NOTES: The funding for this expenditure is included in the IT Department's approved 2023 budget.

CONTRACT INFORMATION:

ORIGINAL	X	CONTRACT#	AMOUNT	\$64,197 plus applicable sales tax
AMENDMENT	_____	CONTRACT#	AMOUNT	_____

Contract Period

ORIGINAL	START	Upon contract execution	END	5 years from contract execution
AMENDMENT	START	_____	END	_____

OTHER DEPARTMENTAL REVIEW/COMMENTS: PA approval as to form 4/13/2023

Reviewed/approved by Risk - Shelia Barker 4/17/23 and Finance - Nathan Kennedy 4/17/23