

**WHATCOM COUNTY CONTRACT
INFORMATION SHEET**

Whatcom County Contract No.
202311030

Originating Department:	Administrative Services
Division/Program: (i.e. Dept. Division and Program)	AS-IT-Records
Contract or Grant Administrator:	Perry Rice - IT Manager
Contractor's / Agency Name:	Carahsoft Technology Corporation

Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes No
 Yes No If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____

Does contract require Council Approval? Yes No If No, include WCC: 3.08.100 (> \$40K)
 Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)

Is this a grant agreement? Yes No If yes, grantor agency contract number(s): _____ CFDA#: _____

Is this contract grant funded? Yes No If yes, Whatcom County grant contract number(s): _____

Is this contract the result of a RFP or Bid process? Contract _____
 Yes No If yes, RFP and Bid number(s): WA State Contract 05116 Cost Center: 507120

Is this agreement excluded from E-Verify? No Yes If no, include Attachment D Contractor Declaration form.

If YES, indicate exclusion(s) below:

<input type="checkbox"/> Professional services agreement for certified/licensed professional.	<input type="checkbox"/> Goods and services provided due to an emergency
<input type="checkbox"/> Contract work is for less than \$100,000.	<input checked="" type="checkbox"/> Contract for Commercial off the shelf items (COTS).
<input type="checkbox"/> Contract work is for less than 120 days.	<input type="checkbox"/> Work related subcontract less than \$25,000.
<input type="checkbox"/> Interlocal Agreement (between Governments).	<input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA.

Contract Amount:(sum of original contract amount and any prior amendments): \$ <u>270,165.25</u> This Amendment Amount: \$ _____ Total Amended Amount: \$ _____	Council approval required for; all property leases, contracts or bid awards exceeding \$40,000 , and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when: 1. Exercising an option contained in a contract previously approved by the council. 2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance. 5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.
Summary of Scope:	

Agreement between Whatcom County and Carahsoft Technology Corporation for the purchase, implementation and 3-year subscription of the Granicus GovQA public records management software platform in the amount of \$270,165.25

Term of Contract: 3-Year Expiration Date: November, 2026

Contract Routing:	1. Prepared by: P. Rice	Date: 11/08/2023
	2. Attorney signoff: <i>KRF</i>	Date: <u>11/8/23</u>
	3. AS Finance reviewed: <i>obenneth</i>	Date: <u>11/8/23</u>
	4. IT reviewed (if IT related): P. Rice <i>PJR</i>	Date: 11/08/2023
	5. Contractor signed: _____	Date: _____
	6. Submitted to Exec.: <input checked="" type="checkbox"/>	Date: <u>11/8/23</u>
	7. Council approved (if necessary): _____	Date: _____
	8. Executive signed: _____	Date: _____
	9. Original to Council: _____	Date: _____

GOVERNMENT- PRICE QUOTATION



Granicus at Carahsoft



11493 SUNSET HILLS ROAD | SUITE 100 | RESTON, VIRGINIA 20190
 PHONE (703) 871-8500 | FAX (703) 871-8505 | TOLL FREE (888) 66CARAH
 WWW.CARASOFT.COM | GRANICUS@CARASOFT.COM

**WHATCOM COUNTY
 CONTRACT NO.
 202311030**

TO: Perry Rice
 IT Manager
 Whatcom County
 311 Grand Avenue
 Suite 305
 Bellingham, WA 98225 USA

FROM: Erin Wilson
 Granicus at Carahsoft
 11493 Sunset Hills Road
 Suite 100
 Reston, Virginia 20190

EMAIL: price@co.whatcom.wa.us

EMAIL: Erin.Wilson@carahsoft.com

PHONE: (360) 778-5235

PHONE: (571) 662-3092 **FAX:**

TERMS: Contract Number: 05116
 NASPO Master Contract Number: AR2472
 Contract Term: 07/17/2017 to 09/15/2026
 Shipping Point: FOB Destination
 Credit Cards: VISA/MasterCard/AMEX
 Remit To: Same as Above
 Payment Terms: Net 30 (On Approved Credit)
 Sales Tax May Apply

QUOTE NO: 37671335
QUOTE DATE: 02/10/2023
QUOTE EXPIRES: 12/31/2023
RFQ NO:
SHIPPING: ESD
TOTAL PRICE: \$77,238.33

WA Tax \$6,796.97

TOTAL QUOTE: \$84,035.30

LINE NO.	PART NO.	DESCRIPTION	QUOTE PRICE		QTY	EXTENDED PRICE
NEW SUBSCRIPTION FEES						
1	GOVM-GQA-INV-SUB-491	Invoicing Module - Annual Subscription Invoicing Module Granicus - GOVM-GQA-INV-SUB	\$2,361.84	COOP	1	\$2,361.84
2	GOVM-GQA-PSE-SUB-491	PST Email Extractor - LEGACY Each - Annual Subscription PST Email Extractor Granicus - GOVM-GQA-PSE-SUB	\$3,542.76	COOP	1	\$3,542.76
3	GOVM-GQA-IAC-SUB-491	Inter-Agency Communications Module - Annual Subscription Inter-Agency Communications Module Granicus - GOVM-GQA-IAC-SUB	\$14,761.50	COOP	1	\$14,761.50
4	GOVM-GQA-RDC-SUB-491	Redaction License (per named user) - Annual Subscription Redaction License (per named user) Qty 30 Granicus - GOVM-GQA-RDC-SUB	\$295.23	COOP	30	\$8,856.90
5	GOVM-GQA-FOI-SUB-491	FOIA Module Non Enterprise - Annual Subscription FOIA Module Non Enterprise Granicus - GOVM-GQA-FOI-SUB	\$39,364.00	COOP	1	\$39,364.00
6	GOVM-GQA-PAY-SUB-491	Payments Module (Pricing to be scoped) Each - Annual Subscription Payments Module Granicus - GOVM-GQA-PAY-SUB	\$3,542.76	COOP	1	\$3,542.76
7	GOVM-GQA-HDS-TBS-491	Hosted Data Storage (TB) - Annual Subscription Hosted Data Storage (TB) Granicus - GOVM-GQA-HDS-TBS	\$1,222.76	COOP	1	\$1,222.76
8	GOVM-GQA-AET-SUB-491	Advanced Email Tracking - Annual Subscription Advanced Email Tracking Granicus - GOVM-GQA-AET-SUB	\$1,202.45	COOP	1	\$1,202.45
9	GOVM-GQA-SSO-SUB-491	ADFS/Single Sign-on Module - Annual Subscription ADFS/Single Sign-on Module Granicus - GOVM-GQA-SSO-SUB	\$2,383.36	COOP	1	\$2,383.36

QUOTE DATE: 02/10/2023
QUOTE NO: 37671335

GOVERNMENT- PRICE QUOTATION



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LINE NO.	PART NO.	DESCRIPTION	QUOTE PRICE	QTY	EXTENDED PRICE
SUBTOTAL:					\$77,238.33
TOTAL PRICE:					\$77,238.33
WA Tax:					\$6,796.97
TOTAL QUOTE:					\$84,035.30

SUGGESTED OPTIONS

LINE NO.	PART NO.	DESCRIPTION	QUOTE PRICE	QTY	EXTENDED PRICE
YEAR 2					
10	GOVM-GQA-INV-SUB-491	Invoicing Module - Annual Subscription Invoicing Module Granicus - GOVM-GQA-INV-SUB	\$2,527.16	COOP 1	\$2,527.16
11	GOVM-GQA-PSE-SUB-491	PST Email Extractor - LEGACY Each - Annual Subscription PST Email Extractor Granicus - GOVM-GQA-PSE-SUB	\$3,790.76	COOP 1	\$3,790.76
12	GOVM-GQA-IAC-SUB-491	Inter-Agency Communications Module - Annual Subscription Inter-Agency Communications Module Granicus - GOVM-GQA-IAC-SUB	\$15,794.80	COOP 1	\$15,794.80
13	GOVM-GQA-RDC-SUB-491	Redaction License (per named user) - Annual Subscription Redaction License (per named user) Qty: 30 Granicus - GOVM-GQA-RDC-SUB	\$315.9000	COOP 30	\$9,477.00
14	GOVM-GQA-FOI-SUB-491	FOIA Module Non Enterprise - Annual Subscription FOIA Module Non Enterprise Granicus - GOVM-GQA-FOI-SUB	\$42,119.47	COOP 1	\$42,119.47
15	GOVM-GQA-PAY-SUB-491	Payments Module (Pricing to be scoped) Each - Annual Subscription Payments Module Granicus - GOVM-GQA-PAY-SUB	\$3,790.76	COOP 1	\$3,790.76
16	GOVM-GQA-HDS-TBS-491	Hosted Data Storage (TB) - Annual Subscription Hosted Data Storage (TB) Granicus - GOVM-GQA-HDS-TBS	\$1,155.66	COOP 1	\$1,155.66
17	GOVM-GQA-AET-SUB-491	Advanced Email Tracking - Annual Subscription Advanced Email Tracking Granicus - GOVM-GQA-AET-SUB	\$1,331.85	COOP 1	\$1,331.85
18	GOVM-GQA-SSO-SUB-491	ADFS/Single Sign-on Module - Annual Subscription ADFS/Single Sign-on Module Granicus - GOVM-GQA-SSO-SUB	\$2,657.67	COOP 1	\$2,657.67
YEAR 2 SUBTOTAL:					\$82,645.13
YEAR 3					
19	GOVM-GQA-INV-SUB-491	Invoicing Module - Annual Subscription Invoicing Module Granicus - GOVM-GQA-INV-SUB	\$2,704.06	COOP 1	\$2,704.06
20	GOVM-GQA-PSE-SUB-491	PST Email Extractor - LEGACY Each - Annual Subscription PST Email Extractor Granicus - GOVM-GQA-PSE-SUB	\$4,056.11	COOP 1	\$4,056.11

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LINE NO.	PART NO.	DESCRIPTION	QUOTE PRICE	COOP	QTY	EXTENDED PRICE
21	GOVM-GQA-IAC-SUB-491	Inter-Agency Communications Module - Annual Subscription Inter-Agency Communications Module Granicus - GOVM-GQA-IAC-SUB	\$16,900.44	COOP	1	\$16,900.44
22	GOVM-GQA-RDC-SUB-491	Redaction License (per named user) - Annual Subscription Redaction License (per named user) Qty: 30 Granicus - GOVM-GQA-RDC-SUB	\$338.0100	COOP	30	\$10,140.30
23	GOVM-GQA-FOI-SUB-491	FOIA Module Non Enterprise - Annual Subscription FOIA Module Non Enterprise Granicus - GOVM-GQA-FOI-SUB	\$45,067.83	COOP	1	\$45,067.83
24	GOVM-GQA-PAY-SUB-491	Payments Module (Pricing to be scoped) Each - Annual Subscription Payments Module Granicus - GOVM-GQA-PAY-SUB	\$4,056.11	COOP	1	\$4,056.11
25	GOVM-GQA-HDS-TBS-491	Hosted Data Storage (TB) - Annual Subscription Hosted Data Storage (TB) Granicus - GOVM-GQA-HDS-TBS	\$1,212.70	COOP	1	\$1,212.70
26	GOVM-GQA-AET-SUB-491	Advanced Email Tracking - Annual Subscription Advanced Email Tracking Granicus - GOVM-GQA-AET-SUB	\$1,470.31	COOP	1	\$1,470.31
27	GOVM-GQA-SSO-SUB-491	ADFS/Single Sign-on Module - Annual Subscription ADFS/Single Sign-on Module Granicus - GOVM-GQA-SSO-SUB	\$2,822.33	COOP	1	\$2,822.33
YEAR 3 SUBTOTAL:						\$88,430.19
SUGGESTED SUBTOTAL:						\$171,075.32

Payment Terms: Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)

Period of Performance: The term of the Agreement will commence on the date this document is signed and will continue for 36 months.

Please add the Contract # on the PO
 Contract Number: NASPO Cloud Solutions- WA : 05116

The below items are included Not Separately Priced:

- One-Time Fees -
 - o Invoicing Setup and Configuration
 - o PST Email Extractor Setup and Configuration
 - o FOIA Platform Setup and Configuration
 - o GovQA - Online Training
 - o Online Training – Users

- New Subscription Fees -
 - o WA State JLARC Reporting

For govDelivery Customers Only:
 Potential Users are based on the greater of quarterly website visits to the domains covered by a license or the subscriber base multiplied by 12, less 20% to account for inactive subscribers.
 The Granicus Master Subscription Agreement can be found at www.granicus.com/Master_Subscription_Agreement



408 St. Peter St, Suite 600
St. Paul, MN 55102

THIS IS NOT AN INVOICE

Order Form
Prepared for
Whatcom County WA

Granicus Order Form for Whatcom County WA

ORDER DETAILS

Granicus Contact: Jack Walsh
Email: jack.walsh@granicus.com
Order #: Q-189683
Prepared On: 16 Feb 2023

ORDER TERMS

Currency: USD

Payment Terms: All fees set forth in the Quote from reseller/distributor to Client are due and payable in accordance with those terms. Use of the Products is governed by the terms of the Granicus Master Subscription Agreement or such other Agreement as agreed to by the parties.

Period of Performance: The term of the Agreement will commence on the date this document is signed and will continue for 36 months.

PRODUCT SUMMARY

The specifications and terms within this Order Form are specific to the products and volumes contained herein.

NOTE: Fees for the below Products will be as set forth in the quote from an authorized reseller.

One-Time Services		
Solution	Billing Frequency	Quantity/Unit
Invoicing Setup and Configuration	Up Front	1 Each
PST Email Extractor Setup and Configuration	Up Front	1 Each
FOIA Platform Setup and Configuration	Up Front	1 Each
GovQA - Online Training	Up Front	1 Each
Online Training – Users	Up Front	1 Each

New Subscriptions		
Solution	Billing Frequency	Quantity/Unit
WA State JLARC Reporting	Annual	1 Each
Invoicing Module	Annual	1 Each
PST Email Extractor	Annual	1 Each
Inter-Agency Communications Module	Annual	1 Each
Redaction License (per named user)	Annual	30 Each
FOIA Module Non Enterprise	Annual	1 Each
Payments Module	Annual	1 Each
Hosted Data Storage (TB)	Annual	1 Each
Advanced Email Tracking	Annual	1 Each
ADFS/Single Sign-on Module	Annual	1 Each

- Once purchased data storage has been exceeded, data storage is billed in increments of 1TB over the purchased data storage amounts herein and will be assessed an additional annual fee of

\$1,200.00 and billed in arrears. Storage is reviewed annually and is adjusted at the next annual renewal. Throughout the term of the contract Whatcom County WA is able to contact Granicus for a report on how much storage has been used.

Communications Cloud Tier:
0

PRODUCT DESCRIPTIONS

Solution	Description
WA State JLARC Reporting	WA State JLARC Reporting
Invoicing Module	Invoicing Module
PST Email Extractor	PST Email Extractor
Inter-Agency Communications Module	Inter-Agency Communications Module
Redaction License (per named user)	Redaction License (per named user)
FOIA Module Non Enterprise	FOIA Module Non Enterprise
Payments Module	Payments Module
Hosted Data Storage (TB)	Hosted Data Storage (TB)
FOIA Platform Setup and Configuration	FOIA Platform Onboarding
Advanced Email Tracking	Advanced Email Tracking
GovQA - Online Training	Online Training – Administrator
Online Training – Users	Online Training – Users

Solution	Description
ADFS/Single Sign-on Module	ADFS/Single Sign-on Module

TERMS & CONDITIONS

- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Whatcom County WA to provide applicable exemption certificate(s).
- If submitting a Purchase Order, please include the following language: The pricing, terms and conditions of quote Q-189683 dated 02-16-2023 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.
- Notwithstanding anything to the contrary, Granicus reserves the right to adjust pricing at any renewal in which the volume has changed from the prior term without regard to the prior term's per-unit pricing.

CARASOFT TECHNOLOGY CORPORATION:

Approved:

Accepted for Carasoft Technology Corporation

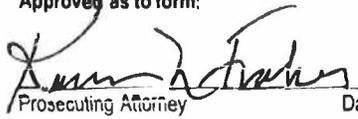
 11/8/23
Date

WHATCOM COUNTY:

Recommended for Approval:

 11/8/23
IT Manager Date

Approved as to form:

 11/8/23
Prosecuting Attorney Date

Approved:

Accepted for Whatcom County:

By: _____
Carol Frazey Date
Executive Pro Tempore