



Memorandum

Date: 1/21/2025
Meeting of: City Council

File No. AM No. 25-008
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Technology and Information Services	Michael Marchand	425-556-2929
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DEPARTMENT STAFF:

Technology and Information Services	Melissa Brady	Enterprise Data and GIS Manager
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TITLE:

Approval of a Contract for the SQL Server Database Administration Managed Services

OVERVIEW STATEMENT:

The City currently uses a managed services contract to manage and administer our SQL Server Database environment. We have been using the current vendor for 8 years to augment our internal staff that don't have the capacity to manage this system. Our current contract expired in October 2024 and we are asking Council to approve another 2 year contract. In addition, we are asking this to be sole source since we have an established relationship with the current vendor and they are experts on our database architecture and the associated databases.

Additional Background Information/Description of Proposal Attached

REQUESTED ACTION:

- Receive Information** **Provide Direction** **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
N/A
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

This managed services contract keeps our SQL Server Database environment up to date and safe and secure. This

environment supports our enterprise business systems such as D365, Eden, Springbrook, Lucity, and EnerGOV.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:

\$71K/Year for two years

Approved in current biennial budget: Yes No N/A

Budget Offer Number:

2025-2026 Budget Offer 0000294

Budget Priority:

Strategic and Responsive

Other budget impacts or additional costs: Yes No N/A

If yes, explain:

N/A

Funding source(s):

General Fund

Budget/Funding Constraints:

N/A

Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
1/14/2025	Committee of the Whole - Finance, Administration, and Communications	Receive Information

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
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N/A	None proposed at this time	N/A
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Time Constraints:

Existing Contract expired October 2024 and we are currently using the vendor on a month to month basis until we can get a new contract approved.

ANTICIPATED RESULT IF NOT APPROVED:

If we were unable to procure SQL Server Database Administration Managed Services, we would have to convert an existing FTE to a database administrator requiring us to pull staff off other projects and priorities delaying projects such as CIP Project Management, UKG HR/Payroll.

ATTACHMENTS:

Attachment A: Contract