

# General Services Agreement

Non-Public Work

CONTRACT # 5813

<b>PROJECT TITLE &amp; IDENTIFICATION NUMBER (if # is known)</b>  ECity Gov Alliance Subscription to Human Services Portal	<b>WORK DESCRIPTION (reference &amp; list all attached exhibits)</b>  Appendix D Description of Services Appendix E Subscriber Fees and Payment Terms
<b>CONTRACTOR</b>  City of Bellevue	<b>CITY PROJECT ADMINISTRATOR (Name address phone #)</b> Brooke Buckingham City of Redmond 4SPL P O Box 97010 Redmond WA 98073 9710 2416 bbuckingham@redmond.gov
<b>CONTRACTOR CONTACT (Name address phone #)</b>  John Backman City of Bellevue PO Box 90012 Bellevue WA 98009 452 7821	<b>BUDGET OR FUNDING SOURCE</b>  Planning Department Budget
<b>FEDERAL ID #</b>  91 6007020	<b>MAXIMUM AMOUNT PAYABLE, IF ANY</b>  \$ 0 00
<b>SUPPLIER/CONTRACTOR'S REDMOND BUSINESS LICENSE ID #</b>	<b>COMPLETION DATE</b>  December 31 2008
<b>APPLICANT NAME</b>	<b>APPLICANT CONTACT (Name address &amp; phone #)</b>

**AMENDMENT #1**

**Human Service Portal**

**September 4, 2008**

The eCityGov Alliance and the City of Redmond having entered an Agreement for NWProperty net service dated June 21, 2004, now, in consideration of the mutual promises herein stated the parties request amendment of the Agreement as follows

- 1 **Human Service Portal** service Appendices D and E shall be added to this Agreement

All other terms and conditions shall remain the same

In witness whereof the Parties have executed this Amendment as of the Effective Date

**eCityGov Alliance**

  
Accepted By (Signature)

John Backman  
Executive Director

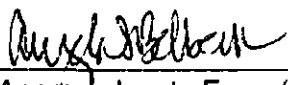
Date 10/16/08

**City of Redmond**

  
Accepted By (Signature)

John Marchione  
Mayor

Date

  
Approved as to Form (Signature)

Attorney

Date 10/7/08

**APPENDIX D**  
**Description of Application Service(s)**  
**City of Redmond**

**I PRODUCT SUBSCRIPTION(S)**

1 Human Service Portal

**II DESCRIPTION OF PRODUCT SERVICE HUMAN SERVICE PORTAL**

1 The Human Service Portal application functionality includes but is not limited to

- (a) Secure central portal for on-line management of human service RFP s
- (b) On-line management and coordination of master contracts
- (c) Private human service manager communications portal
- (d) Project team documents and communications
- (e) Secure document library
- (f) Service provider profile one-stop registration for multiple agencies
- (g) On-line provider performance reporting
- (h) On-line RFP and submittal process
- (i) On-line agency performance reporting

**III TECHNICAL DATA SPECIFICATIONS**

1 Data supplied by the Subscriber

Human Service Project committee members are responsible for uploading and maintaining documents and data for their city/agency. The data shall be maintained on a schedule established by the Human Service Project Management Committee

2 Data interfaced from the Alliance Application to the Subscribers back-end system

Not applicable

#### **IV SPECIAL REQUIREMENTS AND CONDITIONS**

- 1 Subscriber agencies are responsible for the maintenance of
  - (a) The content of relating to city/agency specific information such as contacts address phone numbers email addresses and/or linked content
  - (b) Actively participating in the application business team meetings
- 2 Subscriber agency staff that desire user account(s) must
  - (a) Be authorized by their agency
  - (b) Agree to the most current version of the Alliance Technology Resource Usage Policy

## APPENDIX E

### Subscriber Fees and Payment Terms

#### City of Redmond

#### I ANNUAL FEE(S)

- 1 **Human Service Portal Annual Fee** – annual cost of the subscription for this service is \$5 400
- 2 **Establishment of Fees** Each year the Board shall set Subscriber Fees for the next calendar year no later than September 30<sup>th</sup>. At such time the Board may increase, decrease or leave fees unchanged depending on need.

#### II PAYMENT TERMS

- 1 The invoice shall encompass Subscription fee(s) for one full calendar year or for the applicable pro-rata Subscription fee(s)
- 2 Annual payment is due within 60 days of invoice
- 3 The invoice for the current year will be sent upon signing of this Agreement. *Payment is due within 60 days of invoice*
- 4 Payments which are 60 days past due shall be considered to be in arrears. The Alliance may elect to discontinue service to the Subscriber until said account is paid in full. The Board, at its sole discretion, may elect to not disconnect a Subscriber that is in arrears if suitable arrangements have been made for future payment.

#### III MODIFICATION OF FEES

- 1 The Board may make modifications to the Application(s) based on recommendations from the Project Team(s). Any resulting fee changes will be either billed on a pro-rata basis and/or calculated into the Subscription rate in the next calendar year.