

RESOLUTION # \_\_\_\_\_

**Request For Proposals for Replacement of a Case Management System for  
District Court Probation**

**WHEREAS**, RCW 39.04.270 contains provisions to allow a public agency to acquire electronic data processing or telecommunication equipment, software, or services through competitive negotiation rather than through competitive bidding; and,

**WHEREAS**, one of the three competitive negotiation requirements is that a request for proposal be prepared and that notice of the proposal must be published in a newspaper of general circulation in the municipality at least thirteen days before the last date upon which proposals will be received; and,

**WHEREAS**, the Skagit County Commissioners has established need and funding to procure a Case Management System to be procured in fiscal year 2024; and,

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Skagit County Commissioners hereby instructs the Clerk of the Board to issue a Request for Proposal to procure a Case Management System for the District Court Probation Department. The closing time and date for proposals to be submitted to the Skagit County Commissioners Office shall be 15:30 PM, March 7<sup>th</sup>, 2024.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**BOARD OF COUNTY COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON**

\_\_\_\_\_  
Peter Browning, Chair

\_\_\_\_\_  
Lisa Janicki, Commissioner

Attest:

\_\_\_\_\_  
Ron Wesen, Commissioner

\_\_\_\_\_  
Clerk of the Board

Recommended:

\_\_\_\_\_  
District Court Probation

\_\_\_\_\_  
Central Services

Approved as to form:

\_\_\_\_\_  
Civil Deputy Prosecuting Attorney

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Legal Notice

Skagit County, a political subdivision of the State of Washington, invites qualified vendors to respond to a Request for Proposal (RFP) for Case Management System to be procured for the District Court Probation Department.

The RFP document may be obtained on Skagit County's World Wide Web site, [www.skagitcounty.net/rfp](http://www.skagitcounty.net/rfp), on or after February 6<sup>th</sup>, 2024.

All proposals shall be sent via mail in electronic format or sent via electronic mail to Skagit County Commissioners no later than 15:30pm Pacific Standard Time on March 7<sup>th</sup>, 2024 per the instructions in the Request for Proposal documentation.

**LATE PROPOSALS WILL NOT BE ACCEPTED.** All proposals and accompanying documentation will become the property of Skagit County Government and may not be returned.