

**AMENDMENT 4 TO THE WEB HOSTING
AND CODIFICATION SERVICES AGREEMENT**

This Amendment 4 to the “Web Hosting and Codification Services Agreement,” dated October 8, 2012, as subsequently amended by “Amendment One” on October 15, 2013, “Amendment Two” on August 4, 2014, and “Amendment Three” on September 25, 2019 (together hereafter “the Agreement”), is made and entered into this 26th day of August, 2021, by and between Snohomish County, a political subdivision of the State of Washington (hereafter “the County”) and Code Publishing, LLC, a limited liability company (hereafter “the Contractor”).

RECITALS

Whereas, Snohomish County issued Request for Proposal RFP 07-12 to obtain a service to publish the Snohomish County Charter and Code on a website accessible to the general public (the “Services”); and

Whereas, the Contractor provided the highest rated proposal as evaluated by the County evaluation committee, and was thereby selected to provide the Services; and

Whereas, in accordance with Sole Source 006-21BT, Code Publishing, LLC is the only vendor that provides proprietary software updates for the Services; and

Whereas, the current Agreement term will end on October 7, 2021, the County wishes to continue to use the Services, and Contractor wishes to continue to provide the Services; and

Whereas, Snohomish County and Contractor agree that the pricing for the services will remain firm-fixed if the County agrees to a 5-year extension.

AGREEMENT

NOW, THEREFORE, in consideration of the covenants hereinafter set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the County and Contractor agree as follows:



1. Article 5.1 Term of Agreement, shall be amended to read as follows:

5.1 Term of Agreement. The initial Term of the Agreement shall commence upon execution date, October 8, 2012, and continue through October 7, 2026.

2. Exhibit A-1, Requirements Analysis Report, Summary and Itemized Costs for All Services and Products table, shall be deleted and replaced with Exhibit A-2, Requirements Analysis Report, Summary and Itemized Costs For All Services and Products, October 8, 2012 to October 7, 2026, as shown below, attached hereto and by this reference incorporated herein.

3. Except as expressly provided in this Amendment 4, all the terms and conditions of the Master Agreement remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the 26th day of August, 2021.

COUNTY OF SNOHOMISH:		CODE PUBLISHING, LLC:	
 Ken Klein, Executive Director	Ken Klein 2021.08.26 14:07:59 -07'00'		
Snohomish County Executive	Date	By: Margaret Bustion 7/21/2021 Title: President	Date
Approved as to Form:			
Deputy Prosecuting Attorney		Date	
Recommended for Approval:			
Risk Management		Date	

COUNCIL USE ONLY	
Approved	<u>8/25/2021</u>
ECAF #	<u>2021-0498</u>
MOT/ORD	<u>Motion 21-268</u>

Exhibit A-2

Requirements Analysis Report

SUMMARY AND ITEMIZED COSTS FOR ALL SERVICES AND PRODUCTS

(FROM 10/9/12 TO 10/8/19)

Initial Implementation and Conversion Costs:

Service/Product	Cost	Extended
Electronic Conversion of the Code County will provide electronic copy of the online code. Code Publishing will add digests to titles and chapters in the new print and online version	\$3600	One-time charge \$3600
Online Hosting subscription will include the following basic services: <ul style="list-style-type: none"> a. Webhosting b. Custom logo or seal on code page c. Advanced search features d. Bookmarks to code sections e. Expandable text sizes f. Collapsible table of contents g. Hyperlinked sections. h. IT support i. Timely updates j. Print/save selections And, the additional enhanced services <ul style="list-style-type: none"> a. Frameless/wireless b. RCW/WAC citations c. Share d. Scope Searching (does this include the "save your search" feature?) e. OrdSearch 	\$600 plus	\$600 Annually
Indexing Code Publishing will scan and OCR paper copy provided by County and update with new ordinances	\$22 per page	One-time 10 pages \$220
Tables Code Publishing will scan and OCR paper copy provided by County and update with new ordinances	\$22 per page	One-time 2 pages \$44
Ordinance Linking	\$75 set up fee	One-time

		\$75
Printing copy of County Code	\$180 per copy	One-time \$180 1 copy
Security Password Protection for Upload website	\$150	One-time \$150
Maintenance and Support	\$0	

On-going Supplemental Services

Service/Product	Cost	Extended
On Demand Online Supplements between printed supplement intervals. Online code will be updated and published on the effective date each time there is a code amendment	\$0	
Ordinance Codification	\$22 per page	\$31,372 annually (based on average of 1426 pages per year)
Graphics, tables, maps	\$15 per page	\$150 annually (based on average of 10 new graphics, tables, maps per year)
Indexing	\$22 per page	\$352 annually (based on average of 4 pages per quarterly supplement)
Ordinance Tables	\$22 per page	\$176 annually (based on average of 2 pages per quarterly supplement)
Printing	\$.10/impression	\$143 annually (alternatively the County may choose to accept PDF or RTF copy and do in-house printing)
Color copies	\$15 each	No color copies currently
	\$0.25 additional per page for printed supplement	No color copies currently
Code Publishing hosting of ordinances	\$200	\$200 annually <i>Will not use this option at this time. The county will maintain ordinances on county network</i>
Maintenance and Support	\$0	

Additional Options and Custom Features

Service/Product	Cost	Extended
Custom Table Header	\$195	One-time

		\$195
Viewing Older Versions of the Code	\$600 set up fee	One-time \$600
	\$75 ea version	\$450 annually (estimate is that there would be 6 versions a year)
Comparing Older Versions of the Code	\$75 set up fee	One time \$75

Estimated One-time costs: \$5,339
Sales Tax: 9.5% \$ 507
Sub-Total One-time: \$5,846

Estimated Annual Costs: \$32,643
Sales Tax: 9.5% \$ 3,102
Annual Subscription Fee (no tax) \$ 600
Sub-Total Annual: \$36,345

Year One Estimated Total: \$42,191
Subsequent Years Total: \$36,345

SUMMARY AND ITEMIZED COSTS FOR ALL SERVICES AND PRODUCTS
From October 8, 2019 to October 7, 2026
ALL PRICES ARE FIRM-FIXED

Ongoing Web Hosting Costs

Service/Product	Cost	Extended
Online Hosting subscription will include the following basic services: a. Webhosting b. Custom logo or seal on code page c. Advanced search features d. Bookmarks to code sections e. Expandable text sizes f. Collapsible table of contents g. Hyperlinked sections. h. IT support i. Timely updates j. Print/save selections And, the additional enhanced services a. Frameless/wireless b. RCW/WAC citations c. Share d. Scope Searching e. OrdSearch	\$700 plus	\$700 Annually

Definitions/Previews: UDO only	\$275	\$275 annually
Hearing Examiner Decisions	\$75	\$75 annual
Comprehensive Plan and Countywide Policies	\$150	\$150 annual
Code Publishing hosting of ordinances	\$200	\$200 annually
Maintenance and Support	\$0	
Viewing and Comparing Older Versions of the Code	\$75 each version	\$450 annually (estimate is that there would be 6 versions a year)

Service Costs

Service/Product	Cost	Extended
On Demand Online Supplements between printed supplement intervals. Online code will be updated and published on the effective date each time there is a code amendment	\$0	
Ordinance Codification (editorial)	\$23 per page	\$18,400 annually (based on average of 800 pages per year)
Updating electronic files for web hosting	\$75 per hour	\$750 (estimated 10 hours annually)
Editorial: Comprehensive Plan and Countywide Planning Policies	\$23 per page	\$1,150 (estimated) annually
Hearing Examiner decisions (adding new)	\$75 per hour	\$150 (estimated)
Graphics, tables, maps	\$15 per page	\$150 annually (based on average of 10 new graphics, tables, maps per year)
Ordinance Tables	\$23 per page	\$176 annually (based on average of 2 pages per quarterly supplement)
Printing	\$0.15/impression	\$143 annually (alternatively the County may choose to accept PDF files and do in-house printing)
Color copies	\$15 each	No color copies currently
	\$0.25 additional per page for printed supplement	No color copies currently

Additional Options and Custom Features

Service/Product	Cost	Extended
Custom Web Interface	\$195	One-time (if changed) \$195 (not included in annual costs)
Security Password Protection for Upload website	\$150	One-time \$150 (not included in annual costs)

Estimated Annual Costs:	\$ <u>21,694</u>
Sales Tax: <u>9.8%</u>	\$ <u>2,152</u>
Annual Subscription Fee (no tax)	\$ <u>925</u>
Total Annual Estimated Costs:	\$ <u>25,041</u>