

AMENDMENT 6 TO THE WEB HOSTING AND CODIFICATION SERVICES AGREEMENT

This Amendment 6 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, “Amendment Three” on September 25, 2019, “Amendment 4” on August 26, 2021, and Amendment 5 on July 24, 2024 (together hereafter “the Agreement”), is made and entered into this ____ day of _____, 2025, by and between Snohomish County, a political subdivision of the State of Washington (hereafter “the County”) and Code Publishing, LLC, a limited liability company, acquired by General Code, LLC on December 1, 2021 (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, the Contractor was acquired by General Code, LLC in 2021 and assumed all rights and obligations of the Agreement; and

Whereas, the County wishes to add hosting for the Health Department’s ordinances, resolutions, proclamations, and minutes to the County’s Agreement with the Contractor; and

Whereas, the initial cost for setting up the Health Department’s hosting of ordinances, resolutions, proclamations, and minutes is \$150.00 and the ongoing annual maintenance for the document hosting is \$50.00; and

Whereas, the previous allocation of \$9,070.00 for the Health Department’s codification services added to the Agreement in Amendment 5 will be expended before October 2026; and

Whereas, the Health Department’s expenditures have been more than initially expected and needs to increase funds; and

Whereas, the Health Department wishes to add an additional Five Thousand Dollars (\$5,000.00) to the Agreement plus applicable sales tax for the period beginning with the execution of this Amendment 6 through October 7, 2026.

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. Exhibit D, Scope of Services and Summary of Costs for Document Hosting for Snohomish County Health Department is hereby attached to this Amendment 6 and by this reference incorporated into the Agreement.
2. Exhibit C, Summary and Itemized Costs for Services and Products for Snohomish County Health Department is hereby amended to add the following:

**SUMMARY AND ITEMIZED COSTS FOR PROCLAMATIONS HOSTING FOR
SNOHOMISH COUNTY HEALTH DEPARTMENT**

From Execution of Amendment 6 through October 7, 2026

ALL PRICES ARE FIRM-FIXED

One-Time and Ongoing Proclamations Hosting Costs (plus applicable sales tax)

Service/Product	Cost	Extended
Document Hosting of 6 Proclamations	\$150	\$150 one-time fee
Document Hosting Annual Maintenance**	\$50	\$50 annually

**Annual fee from execution of Amendment 6 through October 7, 2025 will be pro-rated to co-term with the existing County Agreement


3. The maximum compensation amount under Exhibits C and D from the execution of Amendment No. 5 through October 7, 2026, shall not exceed Fourteen Thousand Seventy Dollars (\$14,070.00).
4. Except as expressly provided in this Amendment 6, all the terms and conditions of the Agreement remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the _____ day of _____, 2025.

SNOHOMISH COUNTY:

GENERAL CODE, LLC:


County Executive Ken Klein Date
Executive Director


Christina LoVerde (Jun 26, 2025 08:43 EDT)

Date

Approved as to form only:

Wendling,
Rebecca

 Digitally signed by Wendling,
Rebecca
Date: 2025.06.09 08:40:29 -07'00'

Deputy Prosecuting Attorney

Exhibit D
Scope of Services for Document Hosting for
Snohomish County Health Department
(Effective upon execution of Amendment 6)

I. WORK

The Contractor shall set up and add ordinances, resolutions, proclamations, and minutes to the Snohomish County Health Department Municipal Code website on the Code Publishing web server.

1. Contractor shall:

- a. Host documents as separately identifiable products and viewable as links to PDF files from the history note in addition to the products seen on the main page
- b. Ensure all documents are searchable using the same search engine as the municipal code
- c. Include hypertext links to ordinances, statutory citations (e.g., RCW and WAC), and other external web-hosted documents cited in the document
- d. Update the documents as new files are submitted

2. County shall:

- a. Deliver all documents to Contractor as PDF files with programmatic file names which have already been text recognized or in a format that allows text recognition.

II. PERFORMANCE AND PAYMENT SCHEDULE

Contractor shall complete the work described in this Exhibit D steps within 12 weeks of contract execution.

Deliverable	Delivery Date	Payment Milestone
Set up of Document Hosting for 6 Proclamations is completed	Hosting is completed within 12 weeks of contract execution, then invoiced	\$150.00
Annual Hosting Fee	Invoiced upon completion of set up and annually thereafter at Agreement renewal date	\$50.00







PENDING SIGNATURE Snohomish County, WA Code Publishing Amendment 6 Final AATF

Final Audit Report

2025-06-26

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"PENDING SIGNATURE Snohomish County, WA Code Publishi ng Amendment 6 Final AATF" History

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