

**Contract Amendment No. 2**

**Amendment Date: April 15, 2025**

**RFP Number: 042-21BC**

**Title: Print & Mail Documents with Electronic Delivery Option, Assessor**

**Contractor: The Master's Touch, LLC**

1. By mutual agreement between Snohomish County and The Master's Touch, LLC, regarding the Agreement, Schedule B-1, "Compensation," is hereby deleted and replaced by Schedule B-2, "Compensation," as attached to this Amendment No. 2.

2. Section 3(f) of the Agreement is amended, accordingly, to read as follows:

Contract Maximum. Total charges under this Agreement, all fees and expenses included, shall not exceed \$235,000.00.

3. The parties desire to extend the term of the existing Agreement for two years.

Section 2 of the Agreement is amended, accordingly, to read as follows:

Term of Agreement; Time of Performance. This Agreement shall be effective upon execution (the "Effective Date") and shall terminate five (5) years thereafter. Provided, however, that the term of this Agreement may be extended for up to one (1) additional two (2) year term, at the sole discretion of the County by written notice from the County to the Contractor. PROVIDED, HOWEVER, that the County's obligations after December 31, 2025, are contingent upon local legislative appropriation of necessary funds for this specific purpose in accordance with the County Charter and applicable law.

All other terms and conditions of the Agreement, as amended, shall remain unchanged.

"COUNTY"

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

"CONTRACTOR"

Signature:  \_\_\_\_\_

Name: Jim Cote'

Title: President, LLC Manager

Date: April 15, 2025

## Schedule B-2

### Compensation

	<b>Print, Mail, and Description</b>	<b>Price</b>	<b>Price/M</b>	<b>Electronic Delivery Option</b>	<b>Change Effective Date</b>
a.	290,000(+/-) Real Property Notices of Assessed Value and FAQ insert annually.	Included in Subtotal below	\$139.00/M	\$.015 each	Jan 2025
b.	10,000(+/-) New Construction & Revaluation Correction Real Property Notices of Assessed Value and FAQ insert annually.	Included in Subtotal below	\$164.00/M	\$.015 each	Jan 2025
c.	12,500(+/-) Personal Property Assessment Notices and FAQ insert annually.	Included in Subtotal below	\$159.00/M	\$.015 each	Jan 2025
d.	12,500(+/-) Personal Property Listing and inserts annually.	Included in Subtotal Below	\$291.00/M	\$.015 each	Jan 2025
e.	Electronic Delivery Set Up and Management	Included in Subtotal below	\$0.00	\$0.00	NC
f.	Each Paperless Notice (eNotice) delivered			\$150.00/M	Jan 2025
	Annual Subtotal:				

<b>Additional Items or Services</b>	<b>Price</b>	<b>Effective Date</b>
Online fillable personal property asset listing	\$120.00/Hr	NC
IMb Trace to track mail to taxpayer	Free	NC
CASS and NCOA address updates	Free	NC
Highlight color on forms for static and/or variable data (see example as a reference)	No charge	NC
Proofs beyond the third proof set	\$75/ea. set	Jan 2025

There will be a maximum cost increase of 5% per year unless extreme market conditions dictate otherwise. Any price increase will be requested with supporting documentation as needed.