

SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington

MOTION NO. 26-300

APPROVE AND AUTHORIZE THE COUNTY EXECUTIVE TO EXECUTE
AMENDMENT 3 TO THE AGREEMENT TO PROVIDE PROFESSIONAL SERVICES
WITH THE MASTER'S TOUCH, LLC FOR PRINTING AND MAILING SERVICES OF
ASSESSOR PROPERTY DOCUMENTS

WHEREAS, the County issued a Request for Proposal, RFP-042-21BC, for the printing and mailing of Assessor documents with the option of electronic delivery; and

WHEREAS, in response to the RFP, The Master's Touch, LLC submitted the highest rated proposal as scored by the County evaluation team; and

WHEREAS, additional funding of \$15,600 was requested and approved by Amendment 1 for inflation and increased costs of paper and envelopes for the original contract period; and

WHEREAS, additional funding of \$99,400 was requested and approved by Amendment 2 for inflation and increased costs of paper and envelopes for the extended term; and

WHEREAS, the original contract provides for extension of term for up to two (2) additional two year periods; and

WHEREAS, The Master's Touch, LLC has been providing the requisite printing, mailing, and optional electronic delivery services since 2022; and

WHEREAS, the additional cost to the Agreement for the two-year extension will be \$40,000 through the extended term;

NOW, THEREFORE, ON MOTION, the County Council approves and authorizes the County Executive to execute Amendment 3 to the Agreement for Professional Services with The Master's Touch, LLC. This amendment raises the not to exceed amount to \$275,000.

PASSED this _____ day of _____, 2026.

SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington

ATTEST:

Council Chair

Deputy Clerk of the Council