

AMENDMENT TWO TO THE RECORDS BOX STORAGE, RETRIEVAL AND SHREDDING SERVICES AGREEMENT

This Amendment Two to the “Records Box Storage, Retrieval and Shredding Services Agreement” (the “Agreement”) dated December 11, 2013, previously amended by Amendment One on November 16, 2020, is made and entered into this 23rd day of November, 2021, by and between Snohomish County, a political subdivision of the State of Washington (hereafter “the County”) and Record Xpress of California LLC, a company licensed to do business in Washington State, doing business as Access (hereafter “the Contractor”).

RECITALS

Whereas, Snohomish County issued Request for Proposal RFP 16-13 to obtain a service to provide additional secure storage for archive records boxes, retrieval of records boxes as needed, and shredding/disposal of records stored at the Contractor’s facility that have met their destruction date; and

Whereas, in response to the RFP, Datasite Business Archives submitted the highest rated proposal as scored by the County evaluation team and was awarded a five-year agreement to provide the services; and

Whereas, Datasite Business Archives was purchased by and Datasite assigned the agreement to Record Xpress of California LLC (“Access”), who has continued to provide the services to the County; and

Whereas, in January 2014, Snohomish County consented to the assignment of Datasite’s contract obligations to Contractor; and

Whereas, the current Agreement term will end on December 31, 2021, and the County wishes to continue to use and Contractor wishes to continue to provide the Services for an additional 6 months from January 1 through June 30, 2022; and

Whereas, Snohomish County and Record Xpress of California LLC agree to the terms and conditions and pricing as stated in this Amendment Two.

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 2. Term of Agreement; Time of Performance, shall be amended to read as follows:

2. Term of Agreement; Time of Performance. This Agreement shall be effective upon December 21, 2013, (“the Effective Date”) and shall terminate on June 30, 2022. Contractor shall commence work upon the Effective Date and shall complete the work no later than June 30, 2022, PROVIDED, HOWEVER, that the County’s obligations after December 31, 2021, are contingent upon local legislative appropriation of necessary funds for this specific purpose in accordance with the County Charter and applicable law.

2. Schedule B Compensation, is hereby amended to read as follows:

Schedule B Compensation
From December 21, 2013 through December 31, 2020

CONTRACT SERVICE PRICING

Item	UNIT	UNIT PRICE
Monthly storage Fees	Cubic foot	\$0.17
Standard Transportation/ Trip	Round Trip	\$18.00
Priority Transportation/ Trip	Round Trip	\$50.00
Emergency Transportation/ Trip	Round Trip	\$150.00
Box Retrieval Fee	Cubic foot	\$1.40
Box Handling Fee	Cubic Foot	\$1.33
Permanent Box Retrieval Fee	Cubic foot	\$1.33
Records Disposal via Shredding Fees	Cubic foot	\$1.70

COST OFFSET – ONE TIME CREDIT

Item	UNIT	UNIT PRICE	QUANTITY	EXTENDED CREDIT
Contractor offset payment for permanent retrieval from current contractor's offsite storage facility	Cubic feet	\$3.50	6,550.8	\$22,927.90
<i>Subtotals</i>				\$22,927.80
One-time Cost Total				\$22,927.80

ONE-TIME COSTS

RECORDS TO BE MOVED FROM DATASITE TO NEW LOCATION AT CONTRACT END

Item	UNIT	UNIT PRICE	QUANTITY	EXTENDED CREDIT
Permanent retrieval of storage boxes currently stored at offsite vendor	Cubic feet	\$0.88		
Permanent Removal Retrieval fee	Cubic foot	\$1.40		
Permanent Removal handling fee	Cubic feet	\$1.33		
Transportation/Roundtrip Fees for relocation	Each	\$18.00		

Compensation

From January 1, 2021 through December 31, 2021

CONTRACT SERVICE PRICING

Item	UNIT	UNIT PRICE
Monthly storage Fees	Cubic foot	\$.2163
Standard Transportation/ Trip Fees	Round Trip	\$19.0962
Priority Transportation/ Trip Fees	Round Trip	\$37.2963
Emergency Transportation/ Trip Fees	Round Trip	\$159.135
Box Retrieval Fee	Cubic foot	\$1.7819
Box Handling Fee	Cubic Foot	\$1.6892
Permanent Box Retrieval Fee	Cubic foot	\$1.7819
Records Disposal via Shredding Fees	Cubic foot	\$4.0582

ONE-TIME COSTS

RECORDS TO BE MOVED FROM ACCESS SITE TO NEW LOCATION AT CONTRACT END

Item	UNIT	UNIT PRICE	QUANTITY	EXTENDED CREDIT
Permanent retrieval of storage boxes currently stored at offsite vendor	Cubic feet	\$ 1.6892	14,000	
Permanent Removal Retrieval fee	Cubic foot	\$ 1.7819		
Permanent Removal handling fee	Cubic feet	\$ 1.6892		
Transportation/Roundtrip Fees for relocation	Each	\$ 19.0962		

Compensation
From January 1, 2022 through June 30, 2022

CONTRACT SERVICE PRICING

Item	UNIT	UNIT PRICE
Monthly storage Fees	Cubic foot	\$.2163
Standard Transportation/ Trip Fees	Round Trip	\$19.0962
Priority Transportation/ Trip Fees	Round Trip	\$37.2963
Emergency Transportation/ Trip Fees	Round Trip	\$159.135
Box Retrieval Fee	Cubic foot	\$1.7819
Box Handling Fee	Cubic Foot	\$1.6892
Permanent Box Retrieval Fee	Cubic foot	\$1.7819
Records Disposal via Shredding Fees	Cubic foot	\$4.0582



ONE-TIME COSTS

RECORDS TO BE MOVED FROM ACCESS SITE TO NEW LOCATION AT CONTRACT END

Item	UNIT	UNIT PRICE	QUANTITY	EXTENDED CREDIT
Permanent retrieval of storage boxes currently stored at offsite vendor	Cubic feet	\$ 1.6892	14,000	
Permanent Removal Retrieval fee	Cubic foot	\$ 1.7819		
Permanent Removal handling fee	Cubic feet	\$ 1.6892		
Transportation/Roundtrip Fees for relocation	Each	\$ 19.0962		

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

IN WITNESS WHEREOF, the parties hereto have executed this Amendment Two as of the 23rd day of November, 2021.

COUNTY OF SNOHOMISH:	RECORD XPRESS OF CALIFORNIA LLC:
 Ken Klein 2021.12.16 10:23:24 -08'00' <small>Ken Klein, Executive Director</small>	DocuSigned by:  381643598EAE443...
Snohomish County Executive Date	By: <u>Kandice Merrill</u> Date Title: <u>VP Client Success</u> 11/23/2021
Recommended for Approval: Barker, Sheila Digitally signed by Barker, Sheila Date: 2021.11.24 08:05:47 -08'00'	
Risk Management Date	

COUNCIL USE ONLY	
Approved	<u>12/15/21</u>
ECAF #	<u>2021-0928</u>
MOT/ORD	<u>Motion 21-435</u>