



Preliminary Quote for Codification Services

PREPARED FOR:

Village of Croton-on-Hudson, New York

PREPARED BY:

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DATE:

July 6, 2022

(Valid for six months)

Preliminary Quote for Codification Services

Village of Croton-on-Hudson, Recodification vs Stand Alone EA, July 6, 2022

General Code® is delighted to present the Village of Croton-on-Hudson with this preliminary quote for codification services. Our custom solution incorporates *General Code's* state-specific knowledge, innovative technology and experienced staff to make your Code accurate, enforceable and easy for the Village's constituents and broader community to access.

The following is an initial summary of available services and prices associated with this project for the Village based on our preliminary evaluation of the materials provided. While a final proposal price may vary slightly, this quote provides a starting place for the Village's immediate budgeting purposes. Upon request, we are happy to provide a proposal with a firm project price.

Situation Analysis

The Village's Code was originally codified in 1990, and was last updated in 2022. However, the Code may contain inconsistencies, errors and outdated information that could potentially affect the Code's enforceability and alignment with New York Statutes.

It is our understanding that the Village would like a comprehensive review of the Code to ensure that all legislation is up to date and is in line with New York Statutes and the current needs of your constituents. The Village is also interested making a fresh start with its Code through a complete recodification, including all legislation of a general and permanent nature through Local Law No. No. 6-2022, which would make the overall Code consistent in organization, format, style, and content.

Source Materials

General Code will use the following source materials for the codification project:

- > A copy of the Village's 1990 Code, as updated through Local Law No. 2-2022
- > Uncodified legislation adopted from Amendment 2-2022 through Local Law No. 6-2022

Project Scope

This proposal and the scope of this project consider only an estimated 550 pages of legislation submitted for review as listed above. The processing, review, and inclusion of any materials not submitted are outside the project scope as proposed and therefore may be subject to additional charges. We request that Croton-on-Hudson set up a process to routinely send any new legislation upon adoption. This additional legislation will be included in the Code up to the point where the editorial work has been completed and will be subject to an additional charge at the end of the project.

Our Solution

Our comprehensive codification solution options for Croton-on-Hudson includes:

Solution 1 – Recodification Project \$12,400	Solution 2 – Editorial and Legal Analysis \$6,400
> Create a new Code, including legislation through Local Law No. 6-2022 > Convert Code into XML with <i>General Code</i> numbering and format > Perform an Editorial and Legal Analysis to identify conflicts, redundancies and inconsistencies > Manuscript > Edit legislation to incorporate revisions as directed by the Village and to impose consistent style and grammar and to correct typographical and spelling errors > Proofreading > Draft > 5 Code volumes in custom-imprinted post binders > Comprehensive Index > Disposition List > Derivation Table > Customizable Tabs > Code Adoption Legislation > Premium eCode360®, including PubDocs Module > Shipping	> Editorial and Legal Analysis of the 1990 Code, including legislation through Local Law No. 6-2022 > Identification of duplications, conflicts and inconsistencies between or within various sections of the Code > Identification of duplications, conflicts and inconsistencies with New York Statutes > Practical recommendations to make your legislation more enforceable > Suggestions regarding fines, fees and penalties > Suggestions to modernize your legislation > All suggestions compiled into a workbook in an easy-to-use checklist format > Includes a PDF copy of the Analysis > Desired changes to the Code that result from this document will be legislated separately by the Village at its own pace and discretion, and then added to the Code by future supplement(s) by <i>General Code</i>; additional charges shall apply

This is a preliminary estimate and is not intended in any way to constitute an offer to perform services.

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