

RESOLUTION NO. _____

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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RESOLUTION WAIVING THE COMPETITIVE SOLICITATION PROCESS AND AUTHORIZING AN AMENDMENT TO AGREEMENT WITH HINDERLITER DE LLAMAS AND ASSOCIATES TO PROVIDE TRANSIENT OCCUPANCY TAX AND VEHICLE RENTAL BUSINESS LICENSE TAX ADMINISTRATIVE AND AUDIT SERVICES EXTENDING THE TERM THROUGH JUNE 30, 2026, AND INCREASING THE AMOUNT BY \$215,000 TO AN AMOUNT NOT TO EXCEED \$410,000

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, on July 1, 2022, Hinderliter de Llamas and Associates and the County of San Mateo entered into a new agreement with an initial term through June 30, 2024 to provide Transient Occupancy Tax (TOT) and Vehicle Rental Business License Tax (VRBLT) administrative and audit services for the Treasurer-Tax Collector's Office with an amount not to exceed \$195,000; and

WHEREAS, Hinderliter de Llamas and Associates has unique experience working with tax departments across multiple jurisdictions, and offers the most comprehensive services for TOT and VRBLT collections, which no other vendor can provide; and

WHEREAS, the County is requesting to amend the agreement by two years to extend services through June 30, 2026, and increase the dollar amount by \$215,000 to an amount not to exceed \$410,000; and

WHEREAS, the Treasurer-Tax Collector's Office is requesting that this Board waive the competitive solicitation process for TOT and VRBLT administrative and audit services; and

WHEREAS, there has been presented to this Board for its consideration and acceptance an amendment to the agreement, whereby Hinderliter de Llamas and Associates shall provide tax administrative and audit services for an extended term through June 30, 2026, and increasing the maximum obligation of the agreement by \$215,000 to a new maximum of \$410,000.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Board of Supervisors is hereby authorized and directed to execute said contract amendment for and on behalf of the County of San Mateo, and the Clerk of the Board shall attest the President's signature thereto.

BE IT FURTHER RESOLVED that the Treasurer-Tax Collector or designee is hereby authorized to execute subsequent amendments, notices, options, and other documents associated with the Agreement, including, but not limited to, extension or termination of the Agreement under the terms set forth therein so long as such do not modify the County's maximum fiscal obligation by more than \$25,000 (in aggregate).

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