

RESOLUTION NO. .

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

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RESOLUTION AUTHORIZING THE PRESIDENT OF THE BOARD TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH THREE PRODUCTIONS LLC FOR VIDEOTAPING, AUDIO/VIDEO EDITING, TRANSCRIPTION SERVICES, AND INFORMATION TECHNOLOGY CONSULTING SERVICES, FOR THE BOARD OF SUPERVISORS BOARD MEETINGS, INCREASING THE MAXIMUM FISCAL OBLIGATION UNDER THE AGREEMENT BY \$185,000, FOR A REVISED NOT-TO-EXCEED AMOUNT OF \$639,000

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

WHEREAS, the Board of Supervisors meetings are an essential part on the County of San Mateo's intergovernmental process and showcases the transparency of decision making to the community; and

WHEREAS, with the opening of the new Board of Chambers and combination of in-person and virtual meetings, the County wants to ensure that the meetings and records of them are accessible to all during and after the meetings; and

WHEREAS, the County conducted a competitive process to select a vendor to provide videotaping, audio/video edits, transcription, and information technology consulting services; and

WHEREAS, after an internal review, Three Production LLC was the selected vendor; and

WHEREAS, the County Executive's Office entered into an agreement with Three Production LLC on December 1, 2023 and the County has requested further services from Three Productions LLC.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the President of the Board of Supervisors is authorized and directed to execute an amendment to the agreement with Three Production LLC for videotaping, audio/video editing, transcription services, and information technology consulting services of the Board of Supervisors Board Meetings, increasing the maximum fiscal obligation under the agreement by \$185,000, for a revised not to exceed value of \$639,000.

BE IT FURTHER RESOLVED that the County Executive, or designee, is authorized to exercise the contractual options set forth in the agreements at their sole discretion, and is further authorized execute amendments to the agreements which modify the County's maximum fiscal obligation by no more than \$25,000 and/or modify the contract term and/or services, so long as the modified contract term or services is/are within the current or revised fiscal provisions.

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