

RESOLUTION NO. _____

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

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**RESOLUTION AUTHORIZING AN AMENDMENT TO THE AGREEMENT WITH VIVA
SOCIAL IMPACT PARTNERS, TO PROVIDE ADDITIONAL COMMUNICATION
CONSULTING SERVICES AND INCREASING FUNDING BY \$47,000 FOR A NEW
TOTAL OBLIGATION AMOUNT NOT TO EXCEED \$247,000**

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

WHEREAS, on July 26, 2023, the San Mateo County Human Services Agency, Office of the Agency Director, issued a Request for Proposals for The Big Lift Communications Services to increase The Big Lift's visibility and build public will for its mission; and

WHEREAS, after conducting a Request for Proposals, the Human Services Agency and VIVA Social Impact Partners (VIVA) entered into a Director-level agreement on January 9, 2024 for a term of December 1, 2023 to November 30, 2025, for a total obligation amount not to exceed \$200,000 to provide communication consulting services; and

WHEREAS, VIVA will conduct an additional focus group with early elementary educators (TK-3) to ensure comprehensive feedback on their experience teaching reading and their impressions of The Big Lift, and will manage the recruitment and enrollment processes for the focus groups to support successful community engagement; and

WHEREAS, VIVA will develop a reading-focused website for parent audiences as a companion to The Big Lift's main website, and will create a brand PowerPoint template to support The Big Lift's communications; and

WHEREAS, the parties wish to amend the Agreement to increase funding by \$47,000 for a new total obligation amount not to exceed \$247,000, to provide the aforementioned additional communication consulting services; and

WHEREAS, this Board has been presented with a form of such Amendment, has examined and approved it as to both form and content, and desires to enter into the Amendment.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the President of this Board of Supervisors be and is hereby authorized and directed to execute said 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 Director of the Human Services Agency or designee is authorized to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in the aggregate), and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

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