

RESOLUTION NO. .

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

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ADOPT A RESOLUTION AUTHORIZING AN AGREEMENT WITH INTERPERSONAL FREQUENCY, LLC, TO PROVIDE WEBSITE MAINTENANCE, DEVELOPMENT, AND HOSTING SERVICES FOR THE COUNTY'S WEBSITE AND CONTENT MANAGEMENT SYSTEM FOR THE TERM OF OCTOBER 18, 2022, THROUGH OCTOBER 17, 2025, AND IN AN AMOUNT NOT TO EXCEED \$649,118.67

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

WHEREAS, the County's website platform and content management system serves as the primary public facing website for 19 County departments, the Board of Supervisors, and several County boards and commissions. Content on the site is wide-ranging, addressing multiple audiences including residents, business, local nonprofit partners, schools and community colleges, government agencies, service providers, elected officials, and employees; and

WHEREAS, in June 2022, the County completed its effort to migrate and upgrade the San Mateo County public-facing websites (<https://www.smcgov.org>) to a modern website and content management system (CMS); and

WHEREAS, currently, the Information Services Department (ISD) provide Tier 1 and Tier 2 support of the system, but because of the highly specialized skills required for the development, maintenance, and security of the content management system and cloud hosting environment, ISD is seeking a vendor to provide Tier 3 maintenance and development support; and

WHEREAS, on April 8, 2022, ISD released a Request for Proposals (RFP), RFP# ISD-20221859, seeking proposals for website maintenance, development, and hosting services; and

WHEREAS, the parties wish to execute an Agreement between the County and Interpersonal Frequency, LLC for website maintenance, development, and hosting services for the term of October 18, 2022, through October 17, 2025, and for a not to exceed amount of \$649,118.67; and

WHEREAS, the parties agree that other County departments may engage the services of Contractor and Contractor has agreed to extend the same terms described by the Agreement and its exhibits to all County departments; ISD is contracting for website maintenance, development, and hosting services for the County's Drupal website and content management system. Additional services are available at departmental expense for services such as Drupal customizations and enhancements, website integration, design, and development services, or hosting environment and web server configurations; and

WHEREAS, this Board has been presented with the agreement and has examined and approved it as to both form and content and desires to enter the agreement.

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

BE IT FURTHER RESOLVED that the Chief Information Officer (CIO) or CIO's designee is authorized to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the contract term and/or services so long as the modified term of services is/are within the current or revised fiscal provisions.

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