

**RESOLUTION NO. .**

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

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**RESOLUTION AUTHORIZING AN AGREEMENT WITH MOTIVE POWER INC. TO PROVIDE PROJECT MANAGEMENT SERVICES FOR THE TERM OF MAY 14, 2019 THROUGH OCTOBER 31, 2019, IN AN AMOUNT NOT TO EXCEED \$250,000**

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

**WHEREAS**, an automated property tax system is critical to ensure the accurate and timely calculations and distributions of property taxes and County compliance with the laws governing property taxes in California; and

**WHEREAS**, the Controller and Tax Collector's Office currently share a system for the calculation, collection, and distribution of property taxes; and

**WHEREAS**, the Tax Collector's Office has contracted with Grant Street Group to replace their portion of the current shared property tax system and anticipates going live with its new system in July 2019; and

**WHEREAS**, the Tax Collector's new system will need to interface with the Controller's current systems to ensure both offices can meet their statutorily mandated duties relating to the calculation, collection, and distribution of property taxes; and

**WHEREAS**, it is vital to have a project manager to ensure the success of this project; and

**WHEREAS**, the County issued a Request for Proposal (RFP) for project manager services for the Controller's property tax system replacement project,

consisting of two phases: 1) finishing the interface project to the Tax Collector's new system and 2) the Controller's Property Tax System Upgrade Project; and

**WHEREAS**, the County received three proposals in response to the RFP and after reviewing the proposals, the County selected the proposal of Motive Power Inc. for Phase 1; and

**WHEREAS**, there has been presented to this Board for its consideration and approval, an agreement with Motive Power Inc. to provide project management services for the first phase of the property tax system upgrade project for the term of May 14, 2019 through October 31, 2019, for a total amount not to exceed \$250,000; and

**WHEREAS**, this Board has reviewed the Agreement and desires to enter into same.

**NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that the President of the Board of Supervisors is authorized to execute said Agreement between the County of San Mateo and Motive Power Inc. to provide project management services for the property tax system upgrade project, and the Clerk of the Board shall attest the signature thereto.

**BE IT FURTHER RESOLVED** that the Controller or his 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 or services are within the current or revised fiscal provisions.

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