

RESOLUTION NO. .

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

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**RESOLUTION AUTHORIZING A FIRST AMENDMENT TO THE AGREEMENT WITH
INTERPERSONAL FREQUENCY, LLC FOR DRUPAL WEBSITE MAINTENANCE,
DEVELOPMENT, AND HOSTING SERVICES FOR THE ASSESSOR-COUNTY
CLERK-RECORDER-ELECTIONS, EXPANDING THE SCOPE OF WORK TO
INCLUDE THE DEVELOPMENT OF ENHANCEMENTS, EXTENDING THE TERM BY
ONE YEAR THROUGH JANUARY 31, 2027 AND INCREASING THE AMOUNT BY
\$225,743.06, FOR A NEW TOTAL AMOUNT NOT TO EXCEED \$329,012.21, WITH
ALL OTHER TERMS OF THE AGREEMENT REMAINING UNCHANGED**

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

WHEREAS, on or about January 22, 2025, the County entered into an agreement (the “Agreement”) with Interpersonal Frequency, LLC (“Interpersonal Frequency”) by which Interpersonal Frequency agreed to provide Drupal website support, development, and hosting services for the County’s Assessor-County Clerk-Recorder-Elections (“ACRE”), for the term of February 1, 2025 through January 31, 2026, in an amount not-to-exceed \$103,269.15; and

WHEREAS, Interpersonal Frequency provides Drupal website support, development, and hosting for the ACRE website which provides important information to the public about the Assessor, County Clerk-Recorder, and Elections Divisions; and

WHEREAS, it is necessary that Interpersonal Frequency continue to provide these services to County and the parties desire to enter into an amendment to the Agreement to increase the Agreement’s not-to-exceed amount by \$225,743.06, for a new

total amount not to exceed \$329,012.21, to extend the term of the Agreement to January 31, 2027, and to expand the scope of work and add contingency funding for the development of enhancements with all other terms of the Agreement remaining unchanged; and

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

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED:

1. The President of this Board of Supervisors shall be, and is, hereby authorized and directed to execute the Amendment to the Agreement with Interpersonal Frequency, LLC on behalf of the County of San Mateo, and the Clerk of this Board shall attest the President's signature thereto; and
2. The Assessor-County Clerk-Recorder & Chief Elections Officer, or their designee, is authorized to execute further amendments to the Agreement to modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the Agreement's 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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