

**RESOLUTION NO. \_\_\_\_\_**

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

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**RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE OFFICER TO ENTER  
INTO AN AGREEMENT WITH GCAP SERVICES, INC. TO CONDUCT A SUPPLIER  
DIVERSITY STUDY FOR THE TERM OF APRIL 25, 2023 THROUGH APRIL 30, 2024,  
FOR A TOTAL AMOUNT NOT TO EXCEED \$456,510**

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

**WHEREAS**, local, small, and micro and diverse businesses suffered significant losses and financial hardships during the COVID-19 pandemic and their recovery is key to helping rebuild a vibrant and inclusive local economy in the County; and

**WHEREAS**, the County acknowledges that structural barriers exist for small, micro, and diverse businesses and community-based organizations to establish, grow and prosper; and

**WHEREAS**, local community-based organizations are often most familiar with county residents and the county as a whole; and

**WHEREAS**, the Board of Supervisors adopted an [Anchor Institution](#) resolution on March 8, 2022, to ensure the economic opportunities that the County generates are intentionally aligned with its priorities for equity, inclusion, and a broad-based recovery from the COVID-19 pandemic; and

**WHEREAS**, the County recognizes that one of the key anchor strategies to advance shared prosperity is inclusive procurement, which aims to maximize the County's procurement spend to support an inclusive, local business ecosystem; and

**WHEREAS**, the Inclusive Procurement Subcommittee of the County's Core Equity Team prioritized conducting a Supplier Diversity Study in the Racial and Social Justice Action Plan 1.0; and

**WHEREAS**, the equity team of the County Executive's Office conducted a competitive procurement and issued the Inclusive Procurement Supplier Diversity Study Request for Proposals (RFP) on December 9, 2022, after which GCAP Services, Inc. was selected as the service provider that would best serve the County's needs; and

**WHEREAS**, an agreement has been presented to this Board under which GCAP Services, Inc. would conduct a Supplier Diversity Study for the County and provide associated analysis, services and deliverables starting on April 25, 2023 until April 30, 2024, in exchange for payment by the County in a total amount not to exceed \$456,510 ("Agreement"); and

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

**NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that the Board of Supervisors authorizes and directs the County Executive Officer, or designee,

to enter into said Agreement with GCAP Services, Inc. to conduct a supplier diversity study for the term of April 25, 2023 through April 30, 2024, for a total amount not to exceed \$456,510.

**BE IT FURTHER RESOLVED** that the County Executive Officer or designee is authorized to execute amendments to the agreement 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 is/are within the current or revised fiscal provisions.

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