

RESOLUTION NO. _____

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

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RESOLUTION WAIVING THE COMPETITIVE BIDDING PROCESS AND AUTHORIZING AN AGREEMENT WITH PKN CONSULTING SERVICES INC. TO PROVIDE SOFTWARE DEVELOPMENT, MAINTENANCE AND SUPPORT SERVICES FOR THE TERM OF JULY 1, 2024, THROUGH JUNE 30, 2027 WITH TWO ONE-YEAR OPTIONS TO EXTEND THROUGH JUNE 30, 2029, FOR A TOTAL AMOUNT NOT TO EXCEED \$1,335,600

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

WHEREAS, the San Mateo County Controller’s Office Property Tax Division relies on its property tax system software to help carry out its duties to ensure that property taxes payable by each taxpayer are accurately calculated, that property taxes collected are accurately distributed to taxing agencies, and that any overpayments are timely refunded and such software requires ongoing development, maintenance and support services to ensure continued system functioning and operability; and

WHEREAS, Padmakumar Nagarajan of PKN Consulting Services Inc. (“PKN”) has provided software development, maintenance and support services for the County’s property tax system software since 1999, providing him with extensive knowledge related to the County’s applications, databases, and business practices; and

WHEREAS, Ordinance Code Section 2.83.050 authorizes the Board of Supervisors to waive the competitive bidding process in any situation where the Board

of Supervisors determines that the best interest of the County could be served without the necessity of competitive bidding; and

WHEREAS, this Board has been asked to waive the competitive bidding process in order to contract with PKN for software development, maintenance and support services; and

WHEREAS, this Board determines that it is in the best interest of the County to waive the competitive bidding process given PKN's experience developing and supporting the County's property tax system software which has provided him with extensive knowledge related to the County's applications, databases and business processes; and

WHEREAS, there has been presented to this Board for its consideration and approval an agreement (the "Agreement") with PKN to provide software development, maintenance and support services for the County Controller's property tax system software for a period of three years, with two one-year options to extend, for total payments not to exceed \$1,335,600; and

WHEREAS, this Board has reviewed the proposed Agreement and has determined that it is in the best interest of the County to enter into the Agreement.

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the requirement for competitive bidding for these software development, maintenance and support services under the Agreement is hereby waived; and

BE IT FURTHER RESOLVED that the President of the Board of Supervisors be, and is hereby authorized to execute the Agreement with PKN to provide software

development, maintenance and support services for the term of July 1, 2024 through June 30, 2027, with two one-year options to extend through June 30, 2029, for a total amount not to exceed \$1,335,600, 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 County Controller or designee is authorized to execute any and all amendments, notices, options, and other documents associated with the Agreement, including, but not limited to, exercise of the option to extend the Agreement or termination of the Agreement under the terms set forth therein, and to modify other terms and conditions set forth in the Agreement so long as such modifications do not increase the County's maximum fiscal obligation by more than \$25,000 (in aggregate).

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