

RESOLUTION NO. .

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

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RESOLUTION AUTHORIZING AN AGREEMENT WITH DOCUMENT FULFILLMENT SERVICES, INC. TO PROVIDE DISTRIBUTION OF CLIENT CORRESPONDENCE FOR THE TERM OF SEPTEMBER 1, 2017 THROUGH AUGUST 31, 2020 IN AN AMOUNT NOT TO EXCEED \$1,500,000

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

WHEREAS, there has been presented to this Board of Supervisors for its consideration and acceptance of an agreement with Document Fulfillment Services, Inc. (DFS), to provide client correspondence printing and mailing services in connection with the California Work Opportunity and Responsibility to Kids Information Network (CalWIN) benefits and assistance system used by the Consortium of CalWIN Counties; and

WHEREAS, the Human Services Agency (HSA) migrated to the CalWIN on October 1, 2015, for the purpose of administering client correspondence and due to the complex nature of this task, it was deemed necessary to contract these services outside of the County; and

WHEREAS, Sacramento County conducted a Request For Proposals (RFP) process in June of 2017, on behalf of the Consortium of CalWIN Counties and each County will process its own agreement in accordance with its procurement policies; and

WHEREAS, there has been presented to this Board of Supervisors for its consideration an agreement, reference to which is hereby made for further particulars, in an amount not to exceed \$1,500,000 for a term of September 1, 2017 through August 31, 2020.

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

BE IT FURTHER RESOLVED that the Director of the Human Services Agency or 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 and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

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