

RESOLUTION NO. .

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

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AUTHORIZING AN AMENDMENT TO THE AGREEMENT WITH NOVIGO SOLUTIONS, INC. FOR THE SYSTEMIZATION OF THE HUMAN SERVICES AGENCY'S POLICY HANDBOOKS, INCREASING THE AMOUNT OF THE AGREEMENT BY \$289,000 FOR A TOTAL AMOUNT NOT TO EXCEED \$767,000 AND EXTENDING THE TERM BY EIGHT MONTHS FOR A NEW TERM OF JANUARY 24, 2017 THROUGH SEPTEMBER 23, 2020

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

WHEREAS, the Human Services Agency (HSA) is required to comply with State and Federal guidelines for the issuance of public benefits and has determined that a new program policy handbook technology will increase policy comprehension and improve the quality and accuracy of its services; and

WHEREAS, HSA issued a Request For Proposals on June 30, 2017 for the systemization of its program policy handbooks and Novigo Solutions, Inc. was selected as the vendor that will best meet the needs of the County; and

WHEREAS, the parties wish to amend the Agreement, Resolution No. 075005, to allow for the systemization of the policy handbooks for the Staff Development branch of the Human Services Agency; and

WHEREAS, there has been presented to this Board of Supervisors for its consideration and acceptance an amendment to the Agreement, reference to which is hereby made for further particulars, increasing the amount by \$289,000 for a maximum

amount not to exceed \$767,000 and extending the term by eight months to January 24, 2017 through September 23, 2020.

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the President of the Board of Supervisors be and is hereby authorized and 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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