

RESOLUTION NO. _____

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

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**RESOLUTION WAIVING THE REQUEST FOR PROPOSAL PROCESS AND
AUTHORIZING AN AGREEMENT WITH DOCUMENT FULFILLMENT SERVICES
FOR THE PURPOSE OF GENERATING CLIENT CORRESPONDENCE, FOR THE
TERM OF JULY 1, 2013 THROUGH JUNE 30, 2016, IN THE AMOUNT OF
\$750,000**

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

WHEREAS, the Human Services Agency migrated to the CalWORKs Information Network (CalWIN) on October 1, 2005, for the purpose of generating client correspondence due to the complexity of printing and mailing correspondence; and

WHEREAS, Document Fulfillment Services will provide for the printing of client correspondence in connection with CalWIN and is a sole-source provider recommended through the competitive process of the County of Sacramento; and

WHEREAS, the Parties wish to enter into an Agreement in the amount of \$750,000, for the purpose of communicating with CalWIN clients, for the term of July 1, 2013 through June 30, 2016; and

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

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that

A. The Request for Proposal process is waived and the President of this Board of Supervisors is hereby authorized and directed to execute said Agreement for and on behalf of the County of San Mateo, and the Clerk of this Board shall attest the President's signature thereto; and

B. The Director of the Human Services Agency or the Director's designee shall be authorized to execute subsequent amendments and minor modifications not to exceed an aggregate of \$25,000, and to make minor changes in the types of services and activities provided under the Agreement.

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