

RESOLUTION NO. _____

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

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RESOLUTION AUTHORIZING AN AGREEMENT WITH KEITH A. HILLEGASS COMPANY TO PROVIDE THIRD PARTY ADMINISTRATIVE SERVICES FOR THE COUNTY'S GENERAL LIABILITY AND AUTO LIABILITY CLAIMS FOR THE TERM OF MAY 1, 2014 THROUGH MAY 1, 2017 WITH TWO ONE-YEAR OPTIONS TO EXTEND THE AGREEMENT, IN AN AMOUNT NOT TO EXCEED \$560,000

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

WHEREAS, the Human Resources Department, after conducting a request for proposal, wishes to enter into an agreement Keith A. Hillegass Company to manage the general and auto liability claims on behalf of the County; and

WHEREAS, the Human Resources Department recommends that the County execute a three year agreement with a Keith A. Hillegass Company for the administration of the general and auto liability program from May 1, 2014 to May 1, 2017, with a right at the sole discretion of the County to exercise one or two one-year options to extend the agreement from May 1, 2017 through May 1, 2018 and May 1, 2018 through May 1, 2019; and

WHEREAS, Keith A. Hillegass Company was selected by an RFP process to provide third party administrative claims services for the General and Auto Liability Claims on behalf of the County;

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the

President of this Board is hereby authorized and directed to execute said contract agreement 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 Board of Supervisors hereby authorizes the Human Resources Director or the Director's designee 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 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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