

**RESOLUTION NO. .**

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

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**RESOLUTION AUTHORIZING AN AMENDMENT TO THE AGREEMENT WITH CIRCLEPOINT TO PROVIDE GRAPHIC DESIGN AND WEBSITE DEVELOPMENT SERVICES FOR THE SEA LEVEL RISE PROGRAM IN SAN MATEO COUNTY BY EXTENDING THE CONTRACT END DATE FROM JUNE 30, 2017, TO DECEMBER 31, 2017, AND INCREASING THE AMOUNT BY \$33,710 TO AN AMOUNT NOT TO EXCEED \$133,100.**

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

**WHEREAS**, a Request for Qualifications (RFQ) was issued in March 2015 for a consultant to provide website development and design services; and

**WHEREAS**, Circlepoint was determined to be the best fit based on its experience with other CCA programs, expertise in communications and design, and the cost-effectiveness of their proposal; and

**WHEREAS**, on March 27, 2015 the Office of Sustainability (OOS) entered into a contract agreement with Circlepoint for the amount of \$47,080; and

**WHEREAS**, on December 9, 2015, the OOS amended the existing contract for an additional \$10,000 not to exceed \$60,000 for the purpose of creating and maintaining an interactive website and developing SeaChangeSMC collateral products; and

**WHEREAS**, on June 29, 2016, the OOS amended the existing contract for an additional \$39,390 not to exceed \$99,390 for the purpose of developing branding for the San Mateo County Affordable Housing program and extended the end date from June 30

2016 to June 30, 2017; and

**WHEREAS**, both parties wish to amend the Agreement by extending the term from June 30, 2017 to December 30, 2017 and increasing the amount by \$33,710 to an amount not to exceed \$133,100; and

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

**NOW THEREFORE, BE IT RESOLVED** that the President of the Board of Supervisors be, and 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.

**BE IT FURTHER RESOLVED** that the Director of the Office of Sustainability, or the Director's 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 terms and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.