

RESOLUTION NO. _____

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

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**RESOLUTION AUTHORIZING AN AMENDMENT TO THE AGREEMENT WITH
KEVIN W. HARPER, CPA & ASSOCIATES TO PROVIDE FINANCIAL SERVICES,
EXTENDING THE TERM THROUGH DECEMBER 31, 2014, AND INCREASING THE
AMOUNT BY \$200,000 TO AN AMOUNT NOT TO EXCEED \$440,000**

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

WHEREAS, on January 24, 2012, the Purchasing Agent authorized an agreement with Kevin W. Harper, CPA & Associates (KHCA) for the term January 1, 2012, through December 31, 2012, in an amount not to exceed \$100,000; and

WHEREAS, on December 11, 2012, by Resolution 072296 your Board authorized an amendment to the agreement extending the term through December 31, 2013, and increasing the amount by \$140,000 to an amount not to exceed \$240,000; and

WHEREAS, KHCA provides the San Mateo Medical Center (SMMC) with support and assistance, including: assisting SMMC's Chief Financial Officer (CFO) in directing the SMMC's Interim Controller, answering technical questions, and supervising SMMC's Accounting Department; assisting with risk assessment and control documentation; performing special projects for the CFO; and providing accounting assistance for recurring/annual tasks; and

WHEREAS, the resignation of SMMC's Controller in September 2013 and the continued recruitment for the replacement Controller has put undue hardship on

SMMC's Accounting Department; and

WHEREAS, KHCA will continue to assist SMMC's CFO and Interim Controller in the development of accounting schedules that detail procedures, responsibilities, and timeframes for tasks needed, as well as helping close SMMC's accounting records at the end of the year and helping prepare annual financial statements; and

WHEREAS, SMMC has exhausted the funds in the current agreement; and

WHEREAS, both parties now wish to amend the agreement to extend the term by one year, through December 31, 2014, and to increase the maximum fiscal obligation by \$200,000, for a new maximum obligation of \$440,000; and

WHEREAS, given KHCA's ongoing expertise with SMMC and SMMC's temporary need for KHCA's assistance while the search for a permanent Controller is completed, it is in the best interest of the County to permit KHCA to continue to perform these duties; and

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

NOW, THEREFORE, IT IS HEREBY RESOLVED that the President of this Board of Supervisors be and is hereby authorized and directed to execute Amendment No. 2 to the agreement for and on behalf of the County of San Mateo, and the Clerk of the Board shall attest the President's signature thereto.

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