

## **RESOLUTION NO. .**

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

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**RESOLUTION AUTHORIZING AN AGREEMENT WITH VIVA STRATEGY +  
COMMUNICATION TO DEVELOP AND IMPLEMENT PROGRAM LEVEL  
STRATEGIC PLANS FOR THE TERM OF NOVEMBER 10, 2015 THROUGH  
DECEMBER 31, 2016 IN AN AMOUNT NOT TO EXCEED \$187,125**

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

**WHEREAS**, in 2015, the Human Services Agency developed a strategic plan which outlined clear goals and objectives, creating a clear line of sight to the community's goals and objectives throughout the Agency's programs, which will improve services to our clients and partners, and contribute to a healthy, safe, prosperous, and collaborative community; and

**WHEREAS** in August 2015, the Human Services Agency conducted a request for proposal to seek out a contractor that was experienced in program strategic planning, implementation and training, and Viva Strategy + Communications was chosen based on its experience and because its proposed plan and process best meets the needs of the agency for the term of November 10, 2015 to December 31, 2016 in an amount not to exceed \$187,125; and

**WHEREAS**, with the support and approval of your Board, the Human Services Agency will contract for services to aid and advance implementation of its 2015-2020

Agency Strategic Plan across Agency programs and units to provide a “clear line of sight” as described in Shared Vision 2025; and

**WHEREAS**, Viva Strategy + Communications will develop program strategic action and implementation plans to operationalize the Human Services Agency’s Strategic Plan’s goals and objectives across programs which will have clear performance targets and metrics to measure outcomes and lead the program on a path of program quality improvement; and

**WHEREAS**, Implementation of these program strategic action and implementation plans will strengthen program capabilities, streamline processes and enhance services to the community; and

**WHEREAS**, this Board has approved the agreement as to both form and content and desires to enter into the agreement.

**NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that the President of this 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 Human Services Agency Director or designee is authorized to execute contract amendments which modify the County’s maximum fiscal obligation by not more than \$25,000 (in aggregate), and/or modify the

contract term and/or services so long as the modified term of services is/are within the current or revised fiscal provisions.

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