

**RESOLUTION NO.**

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

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**RESOLUTION AUTHORIZING AN AGREEMENT WITH 4LEAF, INC. TO PROVIDE SECOND UNITY AMNESTY PROGRAM BUILDING INSPECTION SERVICES AND PROGRAM ADMINISTRATIVE SERVICES, FOR THE TERM OF JANUARY 15, 2019 THROUGH JANUARY 15, 2022, FOR A TOTAL OBLIGATION NOT TO EXCEED \$447,347**

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

**WHEREAS**, the Board of Supervisors has found and declared that existing unpermitted second units in unincorporated San Mateo County provide an important source of housing, and that, where possible, such units should be preserved and improved to safe and habitable standards without removal of the unit or eviction of the occupants, and

**WHEREAS**, the Board of Supervisors has directed the County Planning and Building Department (“Department”) to develop a program to provide amnesty for owners of such unpermitted second units in the unincorporated County, and to assist them in improving said units, and

**WHEREAS**, on February 13, 2018 the Board of Supervisors approved the Department’s proposed scope of said program, and directed the Department to solicit and select a contractor to perform contract building inspection and program administration services pursuant to the program, and

**WHEREAS**, in July and August of 2018, the Department published a Request for Proposals for said services, and received and evaluated multiple proposals, and

**WHEREAS**, on evaluation of the proposals, the Department determined that 4LEAF Inc.'s proposal demonstrated that 4LEAF was the respondent best-suited to provide the required services, and

**WHEREAS**, the Department wishes to enter into an agreement with 4LEAF, Inc. ("Contractor") for the term of January 15, 2019 to January 15, 2022, and in an amount not-to-exceed \$447,347; and

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

**NOW, THEREFORE, IT IS HEREBY RESOLVED** 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 Community Development Director or his 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 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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