

AMENDMENT (NO. 4) TO THE AGREEMENT BETWEEN THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AND SAN MATEO COUNTY.

WHEREAS, the Board of Directors of the City/County Association of Governments for San Mateo County (hereinafter referred to as “C/CAG”) and the County of San Mateo (hereinafter referred to as “County”) are parties to an agreement for web hosting services for the domains www.ccag.ca.gov and www.ccagtdm.org dated July 3, 2020 (the “Agreement”), and

WHEREAS, the Agreement provided for services for Fiscal Year 2020-21, with a term through June 30, 2021 and not to exceed amount of \$3,124.40; and

WHEREAS, pursuant to the C/CAG Board approved Resolution 21-47, the parties extended the Agreement through June 30, 2023, for an additional amount not to exceed \$6,245.24 for Fiscal Years 2021-22 and 2022-23 and a new total amount not to exceed \$9,369.64; and

WHEREAS, pursuant to the C/CAG Board approved Resolution 22-100, the parties extended the Agreement through June 30, 2024, for an additional amount not to exceed \$3,519.64 for Fiscal Year 2023-24 and a new total amount not to exceed \$12,888.88; and

WHEREAS, pursuant to the C/CAG Board approved Resolution 24-29, the parties extended the Agreement through June 30, 2025, for an additional amount not to exceed \$3,550.08 for Fiscal Year 2024-25 and a new total amount not to exceed \$16,438.96; and

WHEREAS, the parties wish to amend the Agreement for an additional amount not to exceed \$8,119.20 for web hosting and vendor support services pertaining to the C/CAG VMT Screening Tool through Fiscal Year 2024-25, contingent on the C/CAG annual budget process; and

WHEREAS, C/CAG and the County desire to amend the Agreement as set forth herein.

IT IS HEREBY AGREED by C/CAG and the County as follows:

1. Section 3 of the Agreement is revised to reflect an additional amount not to exceed \$8,119.20 for Fiscal Year 2024-25, and a new total agreement amount not to exceed \$24,558.16.
2. Exhibits A and B of the Agreement are replaced with Exhibit A (rev. January 2025) and Exhibit B (rev. January 2025), attached hereto.
3. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
4. This amendment shall take effect upon on full execution by both parties.

City/County Association of Governments (C/CAG)

County of San Mateo (County)

Sean Charpentier
Sean Charpentier (Mar 20, 2025 18:29 PDT)
Sean Charpentier, CCAG Executive Director

Michael Wentworth
Michael Wentworth (Mar 28, 2025 12:49 PDT)
By

Title: Director/CIO

Date: 03/20/2025

Date: 03/28/2025

Approved as to form:

Melissa Andrikopoulos

Melissa Andrikopoulos (Mar 20, 2025 12:41 PDT)

Legal Counsel for C/CAG

Attachments:

Exhibit A (Rev. January 2025) – Revised Exhibit A to the Agreement with County of San Mateo

Exhibit B (Rev. January 2025) – Revised Exhibit B to the Agreement with County of San Mateo

Exhibit A – Scope of Work (rev. January 2025)

In consideration of the payments set forth in Exhibit B, County shall provide the following services described in tables below.

Description of Services performed by the County in FY 2019-20

One-Time hosting subscription fee for hosting the site on Flywheel for the month of June 2020. The following is included: <ul style="list-style-type: none">• Hosting services for www.ccag.ca.gov• Staging environment• Daily website backups (retained for 30 days)• SSL Certificate provided by 'LetsEncrypt'	\$44.00 (1-month flat fee)
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Hourly work estimates for FY 2019-20 (June):

One-time cost of onboarding – 2 hours (@\$164/hr) <ul style="list-style-type: none">• Flywheel vendor relationship management, including:<ul style="list-style-type: none">○ Support, escalations and ISD Incident response	2 hours
Annual hosting maintenance (@\$164/hr) for June <ul style="list-style-type: none">• Flywheel vendor relationship management, including:<ul style="list-style-type: none">○ Support, escalations and ISD Incident response	1 hour
Subtotal of work hours for FY 2019-20	3 hours

Description of Services performed by the County in FY 2020-21

One-Time hosting subscription fee for hosting the site on Flywheel for duration of FY 2020 -21 (12 months). The following is included: <ul style="list-style-type: none">• Hosting services for www.ccag.ca.gov• Staging environment• Daily website backups (retained for 30 days)• SSL Certificate provided by 'LetsEncrypt'	\$528.00 (12-month flat fee)
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Hourly work estimates for FY 2020-21:

Annual hosting maintenance (@\$171.70/hr) for 12 months <ul style="list-style-type: none">• Flywheel vendor relationship management, including:<ul style="list-style-type: none">○ Support, escalations and ISD Incident response	12 hours
Subtotal of work hours for FY 2020-21	12 hours

Description of Services performed by the County in FY 2021-22

One-Time hosting subscription fee for hosting the site on Flywheel for duration of FY 2021 -22 (12 months). The following is included: <ul style="list-style-type: none">• Hosting services for www.ccag.ca.gov• Staging environment• Daily website backups (retained for 30 days)• SSL Certificate provided by 'LetsEncrypt'	\$528.00 (12-month flat fee)
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Hourly work estimates for FY 2021-22:

Annual hosting maintenance (@\$191/hr) for 12 months <ul style="list-style-type: none">• Flywheel vendor relationship management, including:<ul style="list-style-type: none">○ Support, escalations and ISD Incident response	12 hours
Subtotal of work hours for FY 2021-22	12 hours

Description of Services performed by the County in FY 2022-23

One-Time hosting subscription fee for hosting the site on Flywheel for duration of FY 2022 -23 (12 months). The following is included: <ul style="list-style-type: none">• Hosting services for www.ccag.ca.gov• Staging environment• Daily website backups (retained for 30 days)• SSL Certificate provided by 'LetsEncrypt'	\$564.00 (12-month flat fee)
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One-Time hosting subscription fee for hosting the site on Flywheel for duration of FY 2022 -23 (10 months). The following is included: <ul style="list-style-type: none">• Hosting services for www.ccagtdm.org• Staging environment• Daily website backups (retained for 30 days)• SSL Certificate provided by 'LetsEncrypt'	\$470.00 (10-month flat fee)
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Hourly work estimates for FY 2022-23:

Annual hosting maintenance (@\$199.27/hr) for 12 months <ul style="list-style-type: none">• Flywheel vendor relationship management, including:<ul style="list-style-type: none">○ Support, escalations and ISD Incident response	12 hours
Subtotal of work hours for FY 2022-23	12 hours

Description of Services performed by the County in FY 2023-24

<p>One-Time hosting subscription fee for hosting the site on Flywheel for duration of FY 2023 -24 (12 months). The following is included:</p> <ul style="list-style-type: none"> • Hosting services for www.ccag.ca.gov • Staging environment • Daily website backups (retained for 30 days) • SSL Certificate provided by 'LetsEncrypt' 	<p>\$564.00 (12-month flat fee)</p>
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<p>One-Time hosting subscription fee for hosting the site on Flywheel for duration of FY 2023 -24 (12 months). The following is included:</p> <ul style="list-style-type: none"> • Hosting services for www.ccagtdm.org • Staging environment • Daily website backups (retained for 30 days) • SSL Certificate provided by 'LetsEncrypt' 	<p>\$564.00 (12-month flat fee)</p>
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Hourly work estimates for FY 2023-24:

<p>Annual hosting maintenance (@\$199.27/hr) for 12 months</p> <ul style="list-style-type: none"> • Flywheel vendor relationship management, including: <ul style="list-style-type: none"> ○ Support, escalations and ISD Incident response 	<p>12 hours</p>
<p>Subtotal of work hours for FY 2023-24</p>	<p>12 hours</p>

Description of Services to be performed by the County in FY 2024-25

<p>One-Time hosting subscription fee for hosting the site on Flywheel for duration of FY 2024 -25 (12 months). The following is included:</p> <ul style="list-style-type: none"> • Hosting services for www.ccag.ca.gov • Staging environment • Daily website backups (retained for 30 days) • SSL Certificate provided by 'LetsEncrypt' 	<p>\$564.00 (12-month flat fee)</p>
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<p>One-Time hosting subscription fee for hosting the site on Flywheel for duration of FY 2024 -25 (12 months). The following is included:</p> <ul style="list-style-type: none"> • Hosting services for www.ccagtdm.org • Staging environment • Daily website backups (retained for 30 days) • SSL Certificate provided by 'LetsEncrypt' 	<p>\$564.00 (12-month flat fee)</p>
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Hourly work estimates for FY 2024-25:

Annual hosting maintenance (@\$201.84/hr) for 12 months <ul style="list-style-type: none">• Flywheel vendor relationship management, including:<ul style="list-style-type: none">○ Support, escalations and ISD Incident response	12 hours
Subtotal of work hours for FY 2024-25	12 hours

Annual hosting maintenance (@\$201.84/hr) for 12 months <ul style="list-style-type: none">• Flywheel vendor relationship management, including:<ul style="list-style-type: none">○ Support, escalations and ISD Incident response	12 hours
Subtotal of work hours for FY 2024-25	12 hours

Support to vendor for Vehicle Miles Traveled (VMT) screening tool (@\$202.98/hr) <ul style="list-style-type: none">• Fehr & Peers, C/CAG's vendor for VMT screening tool, including:<ul style="list-style-type: none">○ Support for implementation	20 hours
Subtotal of work hours for FY 2024-25	20 hours

Annual hosting and maintenance for Vehicle Miles Traveled (VMT) screening tool (@\$202.98/hr) <ul style="list-style-type: none">• Fehr & Peers vendor relationship management, including:<ul style="list-style-type: none">○ Support, escalations and ISD Incident response	20 hours
Subtotal of work hours for FY 2024-25	20 hours

Flywheel websites total annual hosting maintenance work hours for FY 2019-20, FY 2021-22, FY 2021-22, FY 2022-23, and FY 2024-25.	63 hours
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VMT total support and annual hosting maintenance work hours for FY 2024-25	40 hours
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Exhibit B – Cost Summary (rev. January 2025)

In consideration of the services provided by County described in Exhibit A and subject to the terms of the Agreement, Entity shall pay County based on the following fee schedule and terms:

C-CAG Website Hosting Schedule of Payment (C-CAG to County):

Year	Invoice Dates:	Invoice Amount
FY 2019-20 (hosting for 1 month)	June 2020	\$536.00
FY 2020-21 (hosting for 12 months)	June 2020	\$2,588.40
FY 2022-23 (hosting for 12 months)	June 2021	\$2,820.00
FY 2022-23 (hosting for 12 months)	June 2022	\$3,425.24
FY 2023-24 (hosting for 12 months)	June 2023	\$3,519.24
FY 2024-25 (hosting for 12 months)	June 2024	\$11,669.28

Itemized costs for FY2019-2020 Fiscal year:

Description of task/activity	Unit price	Total amounts
Annual hosting subscription – www.ccag.ca.gov (1 month) for June 2020	\$44.00	\$44.00
One-time cost of onboarding (@164.00/hr) for 2 hours	\$164.00	\$328.00
Hosting maintenance (@164.00/hr) for 1 hour	\$164.00	\$164.00
Subtotal		\$536.00

Itemized costs for FY2020-2021 Fiscal year:

Description of task/activity	Unit price	Total amounts
Annual hosting subscription – www.ccag.ca.gov (12 months)	\$528.00	\$528.00
ISD estimate for annual hosting maintenance (@171.70/hr) for 12 hours	\$171.70	\$2,060.40
Subtotal		\$2,588.40

Itemized costs for FY2021-2022 Fiscal year:

Description of task/activity	Unit price	Total amounts
Annual hosting subscription – www.ccag.ca.gov (12 months)	\$528.00	\$528.00

ISD estimate for annual hosting maintenance (@191.00/hr) for 12 hours	\$191.00	\$2,292.00
Subtotal		\$2,820.00

Itemized costs for FY2022-2023 Fiscal year:

Description of task/activity	Unit price	Total amounts
Annual hosting subscription – www.ccag.ca.gov (12 months)	\$564.00	\$564.00
Annual hosting subscription – www.ccagtdm.org (10 months)	\$470.00	\$470.00
ISD estimate for annual hosting maintenance (@199.27/hr) for 12 hours	\$199.27	\$2,391.24
Subtotal		\$3,425.24

Itemized costs for FY2023-2024 Fiscal year:

Description of task/activity	Unit price	Total amounts
Annual hosting subscription – www.ccag.ca.gov (12 months)	\$564.00	\$564.00
Annual hosting subscription – www.ccagtdm.org (12 months)	\$564.00	\$564.00
ISD estimate for annual hosting maintenance (@199.27/hr) for 12 hours	\$199.27	\$2,391.24
Subtotal		\$3,519.24

Itemized costs for FY2024-2025 Fiscal year:

Description of task/activity	Unit price	Total amounts
Annual hosting subscription – www.ccag.ca.gov (12 months)*	\$564.00	\$564.00
Annual hosting subscription – www.ccagtdm.org (12 months)*	\$564.00	\$564.00
ISD estimate for annual hosting maintenance (@201.84/hr)* for 12 hours	\$201.84	\$2,422.08
Vehicle Miles Traveled (VMT) Screening Tool upgrade support provided to C/CAG application maintenance vendor Fehr & Peers (@202.98/hr)* for 20 hours	\$202.98	\$4,059.60
Annual hosting and maintenance for the Vehicle Miles Traveled (VMT) Screening Tool (@202.98/hr)* for 20 hours	\$202.98	\$4,059.60
Subtotal		\$11,669.28

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Total payment due for FY 2019-20, FY 2021-22, FY 2021-22, FY 2022-23, and FY 2024-25	\$24,558.16
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*Estimated hourly rates for ISD hosting maintenance in FY 2024-25, subject to change. Invoiced amounts are due within 30 days upon receipt.











CCAG-County ISD Flywheel Am No. 4 FY2025-26 ForC-CAG(Final)

















Final Audit Report

2025-03-30

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