

MARIN GENERAL SERVICES AUTHORITY

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MEMORANDUM

DATE: September 11, 2014
TO: MGSA Board of Directors
FROM: Paul Berlant, Executive Officer
SUBJECT: AGENDA ITEM F: Professional Services Agreements

Recommendation There are four professional services contracts discussed below to be extended in order to continue the services of the respective individuals. See each discussion below for a specific recommended action.

Background Each person providing services to MGSA is under a specific professional services contract. The terms of four contracts expire either on September 30, 2014 or December 31, 2014. Listed below are the contracts for which an extension is requested:

- Agreement with Regional Government Services for the Executive Officer, Paul Berlant. The agreement expires on December 31, 2014. An extension for one year is proposed at the same terms and with the same scope of work. The one-year cost is \$94,164.
- Agreement with Regional Government Services for the Taxi Regulation and Abandoned Vehicle Abatement Program Manager, Jeff Rawles. The agreement expires on December 31, 2014. An extension for one year is proposed at the same terms and with the same scope of work. The one-year cost is \$81,399.
- Agreement with Candice Bozzard for support of MGSA office operations. The agreement expires on September 30, 2014. An extension through December 31, 2015 is proposed with an increase in hourly rate from \$35 to \$36 per hour and with the same scope of work. The 15 month cost is \$28,500.
- Agreement with Christine O'Rourke who serves as MCEP Sustainability Coordinator. The agreement expires on December 31, 2014. An extension for one year is proposed with an increase from \$75 to \$80 per hour and with an updated scope of work for 2015. The maximum 12 month cost remains at \$60,000.

Note that the agreement for professional services by Wayne Bush for MarinMap does not contain a specific end date, but rather may be cancelled with 90 days' notice. That agreement will continue at the same rate unless it is brought back to the Board.

Attached are copies of the draft agreements and resolutions authorizing the President of the Board or the Executive Officer to execute the extensions of the professional services agreements.