

**MARIN GENERAL SERVICES AUTHORITY**  
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**MEMORANDUM**

**DATE:** May 8, 2008  
**TO:** MGSA Board of Directors  
**FROM:** Paul Berlant, Executive Officer  
**SUBJECT:** AGENDA ITEM **G**: CONTRACT FOR PROFESSIONAL SERVICES FOR  
ABANDONED VEHICLE ABATEMENT PROGRAM AND TAXICAB  
REGULATION PROGRAM

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Recommendation: Approve a contract amendment with Regional Government Services (RGS) for the provision of professional services for the Taxicab Regulation and Abandoned Vehicle Abatement Programs.

Background:

In March, the Board approved professional services agreements with Jeffrey Rawles, effective April 1, 2008. As Mr. Rawles began work, he and I came to the conclusion that the nature of the work is such that both he and the MGSA is better served if his work is provided through a governmental agency such as RGS, which provides a level of professional liability immunity and insurance. As such, I have negotiated an amendment to the professional services contract with RGS that provides my services as Executive Officer to include the services of Mr. Rawles as the administrator of the two programs. This amendment includes the identical scope of work contained in the individual AVAP and MCTRP contracts. However, there is an added cost to MGSA to cover the liability and workers' comp insurances, which are provided by RGS. I believe it is appropriate and I am recommending that the MGSA pick up this added cost, given the relatively small contract amount relative to the cost of the insurance.

Attached is a proposed amendment to the current MGSA/RGS agreement reflecting the added responsibility to provide professional staff for AVAP and MCTRP at a cost of \$3,333.33/month. The combined AVAP and MCTRP contracts totaled \$3,000.00/month. Reimbursable expenses up to \$2,500 for a 12-month period, remain the same. Funds are available from MGSA general contingencies and AVAP contingencies.