

**ADDITIONAL SERVICES AMENDMENT NO. 1 TO  
AGREEMENT FOR PROFESSIONAL SERVICES**

This document constitutes the Additional Services Amendment No. 1 entered into as of the 1<sup>st</sup> day of May, 2008, to the Professional Services Agreement entered into as of the 1<sup>st</sup> day of December, 2007 by and between Marin General Services Authority hereinafter called "MGSA" and Regional Government Services Authority, hereinafter called "RGS". (See Exhibit A)

**RECITALS**

This Additional Services Amendment is entered into with reference to the following facts and circumstances:

- A. MGSA desires to amend the provisions of the Professional Services Agreement for \$40,000. The scope of work in this request is listed in Exhibit B.
- B. RGS is desirous of these changes as well.

Based upon the foregoing Recitals the MGSA and RGS agree to the terms of additional services set forth in Exhibit A.

- C. All other terms and conditions of the Agreement shall remain in force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Additional Services Amendment to be executed on the date first above written by their respective officers duly authorized in that behalf.

DATED: \_\_\_\_\_

DATED: \_\_\_\_\_

MARIN GENERAL SERVICES AUTHORITY

REGIONAL GOVERNMENT SERVICES  
AUTHORITY

\_\_\_\_\_  
MGSA Chair, Board of Directors

\_\_\_\_\_  
RGS Executive Director

DATED: \_\_\_\_\_

DATED: \_\_\_\_\_

APPROVED AS TO FORM

APPROVED AS TO FORM

\_\_\_\_\_  
MGSA Attorney

\_\_\_\_\_  
RGS Attorney

**EXHIBIT A**

The services identified in Exhibit B will be provided starting May 1, 2008, and continue until March 31, 2009.

The annual costs of the additional services shall be \$40,000, billed monthly in advance at \$3,333.33 per month.

RGS shall be entitled to MGSA-approved reimbursable expenses up to \$2500 per year (12 month period). These expenses are reimbursable from the MCTR program (\$2,000) and the AVA program (\$500). Reimbursable expenses include:

- Travel for program purpose at the IRS-approved Business rate
- Printing of program forms
- Mailing of program documents

## **EXHIBIT B**

### **ABANDONED VEHICLE ABATEMENT PROGRAM (AVAP) ADMINISTRATOR**

1. Oversee ten Marin municipal jurisdictions to maintain State Abandoned Vehicle Abatement (AVA) regulatory program compliance, including annual on-site record inspections.
2. Prepare and monitor annual AVA budget. Design reporting devices according to state law requirements.
3. Maintain statistical and budgetary reimbursement information for each jurisdiction. Dispense annual AVAP budget – per State mandated formula – via invoices to the County of Marin Auditors Office.
4. Will submit and quarterly and year-end reports to the State Auditors Office and the local JPA (via *JPA Director*).
5. Interact on a regular basis with the County of Marin Auditors Office, the State Auditors Office, local sworn and civilian police personnel, City Managers, County Sheriffs Department personnel and local JPA management and/or designated representative(s).
6. Attend annual management meetings in Sacramento attended by other Service Authority representatives, the California Highway Patrol, State Auditors Office, and the Department of Motor Vehicles.
7. Attend local Authority meetings when requested.

### **TAXICAB REGULATION PROGRAM**

Contractor is responsible, under the direction of the Authority's Executive Officer, for the startup and ongoing administration of the Authority's Taxicab Regulation Program as specified in the attached program regulations (incorporated herein by this reference).

### **Program Startup Duties**

Contractor shall:

1. Create and publish program application forms (company, driver and vehicle).
2. Create and publish program permits (company, driver and vehicle).
3. Establish program files at Authority's office in Novato.
4. Establish training program for companies and local law enforcement.
5. Establish taxicab company mail list.
6. Establish driver controlled substance testing program.
7. Establish driver background checking procedures.
8. Establish program budget and trust fund with County Auditors.
9. Establish program administrative citation, citation adjudication procedures and appeals procedures.
10. Establish program compliance order procedures.
11. Establish program administrative citation procedures.

### **Program Administration Duties**

Contractor shall:

1. Administer and enforce taxicab regulation program and maintain program records.
2. Provide program training.
3. Collect and deposit permit fees.
4. Manage and monitor program budget.
5. Research, establish, train and administer privacy procedures for confidential health information obtained by the Authority in administration of the Taxicab Regulation Program.