

MARIN GENERAL SERVICES AUTHORITY
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MEMORANDUM

DATE: March 13, 2008

TO: MGSA Board of Directors

FROM: Paul Berlant, Executive Officer

SUBJECT: AGENDA ITEM E: PROFESSIONAL SERVICES CONTRACTS AND BUDGET AMENDMENTS FOR TAXICAB REGULATION PROGRAM AND ABANDONED VEHICLE ABATEMENT PROGRAM

Recommendation: (1) Approve contracts for professional services with Jeffrey Rawles for Taxicab Regulation Program and Abandoned Vehicle Abatement Program. (2) Approve Budget amendments in 2007 – 2008 budget for both programs.

Background: In order to provide adequate staffing for the Taxicab Regulation and Abandoned Vehicle Abatement Programs, added professional services are needed at this time. Mr. Rawles is experienced in many of Marin County's programs and procedures and will be available as of March 31, 2008 to provide assistance. I expect that within 60 days Mr. Rawles will be the sole service provider for these programs. However, for the period of April and May 2008, we will utilize the services Deborah Creech, the current service provider, along with Mr. Rawles in order to keep the programs moving forward and to provide a smooth transition between the two.

The contracts for professional services with Mr. Rawles have the same provisions as are contained in the current contracts with Ms. Creech, including general provisions, termination, scope of work, and compensation.

The budget amendments would transfer \$4000 from MGSA Contingencies to Professional Services and \$2000 from the AVA Contingencies to Professional Services to cover the added costs of the overlap of the two service providers.