

# MARIN GENERAL SERVICES AUTHORITY

371 Bel Marin Keys Blvd., Suite 100, Novato, CA 94949

PHONE: (415) 883-9100

FAX: (415) 883-9155

## MEMORANDUM

**DATE:** March 13, 2008  
**TO:** MGSA Board of Directors  
**FROM:** Paul Berlant, Executive Officer  
**SUBJECT:** AGENDA ITEM J: PROFESSIONAL SERVICES AGREEMENT WITH RICHARD SCHORSKE AND BUDGET AMENDMENT FOR THE MARIN CLIMATE & ENERGY PARTNERSHIP

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### Recommendation:

- 1) Authorize the Executive Officer to sign a professional services agreement with Richard Schorske to continue the start-up process for the Marin Climate & Energy Partnership (MCEP) in anticipation of the \$75,000 grant from the BAAQMD.
- 2) Amend the FY2008-09 MGSA budget to include \$6,000 of revenue and add \$6,000 to the professional services line item for this program.

### Background:

Richard Schorske on contract with Marin Municipal Water District on behalf of the county cities and towns and the County has been doing the start-up work for the MCEP BAAQMD grant. Funding in the amount of \$6,000 to continue this work prior to receipt of the grant is needed at time. A portion of the required match for the grant could be made available for this purpose. Several of the participating jurisdictions have committed to making their FY2008-09 matching payments available early to cover this cost. A total match of \$26,000 is proposed in the grant, \$19,000 of which will be available during FY2008-09 to be added to the \$75,000 from the BAAQMD. Since the funds will be collected and managed by the MGSA, it is appropriate that professional services agreement be with MGSA.

The work (shown in Exhibit A of the agreement) to be performed by Mr. Schorske under the agreement includes:

- Preparation of the letters of agreement with City Managers and other project partners
- Development of the RFP for the Climate Action Director
- Coordination of the outreach and hiring process for the Climate Action Director.

Since this program is not reflected in the MGSA FY2008-09 budget, an amendment to add \$6,000 in revenue from MCEP matching funds and add \$6,000 to the professional services line item is needed.