

# MARIN GENERAL SERVICES AUTHORITY

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## MEMORANDUM

**DATE:** January 21, 2010

**TO:** MGSA Board of Directors

**FROM:** Paul Berlant, Executive Officer

**SUBJECT:** AGENDA ITEM H: PROFESSIONAL SERVICE CONTRACTS – REGIONAL GOVERNMENT SERVICES AND LOCAL GOVERNMENT SERVICES FOR MGSA STAFF

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Recommended Action: Authorize the Executive Officer to execute an extension of the professional services agreement with the LGS for the services of an Administrative Services Associate and authorize the President to execute an extension of the professional services agreement with the RGS for the services of an Executive Officer.

Discussion:

The MGSA contracts with RGS for the services of the Executive Officer and LGS for the services of an Administrative Services Associate (.3 FTE). The terms of contracts for the two positions ran out in 2009 and need to be extended. Simple extensions, ending on December 31, 2010 have been prepared, utilizing the same terms and scopes of work.

Attachment:

Draft Professional Services Contracts – Executive Officer and Administrative Services Associate