

RICHARDSON BAY REGIONAL AGENCY

STAFF REPORT

For the meeting of August 11, 2022

To: Board of Directors
From: Steve McGrath, Interim Executive Director
Subject: MarinLink Contract for Distribution of Vessel Buyback Funds

STAFF RECOMMENDATION:

Motion: Approve Professional Services Agreement in the amount of \$70,000 with Marin Link for distribution of previously approved vessel buyback funds.

SUMMARY:

At the meeting of June 23, 2022, this Board approved a vessel buyback program, utilizing \$100,000 of one-time funds from the County of Marin, over and above the County's annual membership fees.

The program has received a good response to date with eight vessels in the process. As fiscal agent, the County of Marin would normally write the checks for the participants; this would involve each individual recipient being entered into the County's system as a vendor and, after that a request from RBRA for an expedited issuance of a check.

Staff believes that a very expeditious process of payment is critical to the reception the program will receive and the eventual success of the program.

Consequently, staff has contacted MarinLink (www.marinlink.org) about acting as fiscal agent. MarinLink has the ability to issue checks on very short notice and acts in this role for other organizations.

Staff has executed a contract with MarinLink for \$30,000, the current limit of staff's procurement authority.

As of this writing, RBRA has received two vessels and encumbered \$10,800. Seven other vessels remain in the pipeline.

Once staff reasonably believes that all likely participants have participated, excess funds remaining, if any, will be returned to RBRA.

Staff recommends this Board approve execution of a contract with a nominal amount of \$70,000, recognizing that these funds are held by MarinLink prior to distribution to participants in the vessel buyback program.

FISCAL IMPACT:

MarinLink will charge a 5% administrative and overhead fee, a total of \$5,000 if all funds in both these initial \$30,000 and this subsequent \$70,000 contracts are distributed.

Attachments:

Attachment 1: Professional Services Agreement

Attachment 2: MarinLink RBRA MOU