

RICHARDSON BAY REGIONAL AGENCY

STAFF REPORT

For the meeting of July 11, 2024

To: Board of Directors
From: Brad Gross, Executive Director
Subject: MarinLink Inc. Contract Amendment #1 for Distribution of Vessel Buyback Funds

STAFF RECOMMENDATION:

Staff recommends this Board approve Resolution 24-10 authorizing Amendment #1 to the Professional Services Contract between RBRA and MarinLink Inc.

Motion: Approve Resolution 24-10 authorizing Amendment #1 to the Professional Services Contract between RBRA and MarinLink Inc., adding an additional \$150,835 in funds for distribution to participants of the Vessel Buyback Program (VBP), with all other terms and conditions remaining unchanged.

BACKGROUND/DISCUSSION:

At the meeting of June 23, 2022, this Board approved Resolution Number 12-22 establishing the Richardson Bay Regional Agency Vessel Incentive/Buyback Program (VBP) utilizing \$100,000 of one-time funds from the County of Marin, over and above the County's annual membership fees.

On July 15, 2022, based on MarinLink's ability to provide payments in a more expeditious process, staff executed an initial Professional Services Contract (PSC) in the amount of \$30,000 and a Memorandum of Understanding (MOU) with MarinLink for the distribution of VBP funds, each with a termination date of December 31, 2022.

At the meeting of August 11, 2022, staff reported to this Board that the program had received a good response and had encumbered \$10,800 for the first two vessels and was anticipating an additional six vessels and may expend the initial funds before the termination of the Contracts. Therefore, staff requested, and this Board approved an additional PSC and MOU and an additional \$70,000 for distribution of the vessel buyback funds.

An additional \$30,000 was provided to MarinLink on October 19, 2022, to continue providing accounting and funds distribution for the vessel buyback program bringing the total provided to MarinLink to \$60,000 with \$40,000 remaining encumbered and held in the RBRA budget by the County of Marin.

The PSC, MOU, and the VBP terminated on December 13, 2022, with nine vessels participating and the distribution of \$46,390 which included \$3,000 in administrative and overhead fees to MarinLink as provided in the MOU. The remaining balance held by MarinLink in the RBRA designated account was expended once the VBP was reinstated.

In FY24, RBRA again received \$100,000 in funds from the County of Marin, over and above the County's annual membership fees. These funds were approved as part of the FY24 budget to be utilized with the reinstatement of the VBP.

At the meeting of April 13, 2023, this Board reinstated the VBP and approved a new PSC and MOU with MarinLink for the distribution of VBP funds. Although the FY24 budget encumbered \$100,000, this Contract has a not to exceed amount of \$140,000, and a termination date of October 15, 2026.

To date, \$200,000 has been provided to MarinLink via the expired (Contract 32300339 for \$100,000) and current PSC (Contract 32401352 for \$100,000) for distribution to participants of the VBP.

On June 8, 2023, this Board approved Resolution 23-11 accepting an award from the US Environmental Protection Agency (EPA) San Francisco Bay Water Quality Improvement Fund (SFBWQIF), for purposes of restoring at least 15 acres of eelgrass in Richardson Bay, and associated outreach, education, habitat monitoring and ancillary activities.

The EPA reimbursement grant award of \$2,782,586.00 is expected to be expended through 2027. The grant includes an expense allocation of \$150,835 for the VBP.

Therefore, staff recommends that this Board approve Resolution 24-10, which authorizes Amendment #1 to the PSC between RBRA and MarinLink adding an additional \$150,835 to the contract increasing the maximum contract amount to \$290,835.

Once this additional \$150,835 is expended, there will remain an unallocated amount of \$40,000 on this contract remaining. This remaining amount, although not budgeted, will remain on the contract contingent on a Board approved budget adjustment, if required.

FISCAL IMPACT:

MarinLink will charge a 5% administrative and overhead fee of an additional \$7,541.75, if all additional grant funds of \$150,835 are distributed.

Attachments:

Attachment 1: Professional Services Contract

Attachment 2: MarinLink RBRA MOU

Attachment 3: Draft Amendment #1 to Professional Services Contract

Attachment 4: Draft Resolution 24-10