



MARIN COUNTY COMMUNITY DEVELOPMENT AGENCY

BRIAN C. CRAWFORD, DIRECTOR

December 20, 2011

Board of Supervisors
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Approve first addendum to a Professional Services Agreement with Shute, Mihaly & Weinberger LLP (SMW) to extend the length of time of the agreement for Countywide Plan implementation, amendments to the Local Coastal Program, and other legal and technical assistance.

Dear Board Members:

RECOMMENDATION: Approve first addendum to contract with SMW to extend time for work to be completed by December 31, 2013.

SUMMARY: In 2009 staff initiated an agreement with SMW to assist County staff with the first phase of high priority Development Code amendments to carry out implementing programs in the Countywide Plan as well as legal and technical assistance with the Local Coastal Program and other initiatives. SMW was contracted to provide assistance in these areas in light of limited staffing resources and the Agency's current and ongoing planning workload in accordance with the Countywide Plan implementation schedule and agency performance plan. Additional time is needed to meet workload demands given staffing and budget constraints.

This addendum will extend the contract from December 31, 2011 to December 31, 2013.

The maximum cost to the County for this agreement is \$90,000. This action will not increase the maximum cost to the County.

FISCAL IMPACT: There is no fiscal impact since this addendum is for time extension only. Prior funds were sit-aside to support this purpose in Non-departmental.

REVIEWED BY:	<input type="checkbox"/> Auditor-Controller	<input checked="" type="checkbox"/> N/A
	<input type="checkbox"/> County Counsel	<input checked="" type="checkbox"/> N/A
	<input type="checkbox"/> Human Resources	<input checked="" type="checkbox"/> N/A

Respectfully Submitted,

Kristin Drumm
Senior Planner

Reviewed by:

Brian C. Crawford
Director

Purchase Requisition Number: 10017452