

MARIN EMERGENCY RADIO AUTHORITY

c/o Town of Corte Madera
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DATE: January 27, 2021

TO: MERA Governing Board

FROM: Maureen Cassingham, Executive Officer

SUBJECT: AGENDA ITEM **A-4**: REPORT ON RESCISSION OF AECOM OFFICE SPACE
AMENDMENT TO OFFICE AND SUPPORT SERVICES
AGREEMENT BETWEEN MERA AND
TOWN OF CORTE MADERA

Recommended Action: Receive and file Report on Rescission of AECOM Office Space Amendment to Office and Staff Support Services Agreement between MERA and Town of Corte Madera.

Background: Task Order No. 2 under MERA's Master Services Agreement engaging AECOM's Next Gen Project and Construction Management Services required MERA to identify physical office space at a central location in Marin County for their staff managing NGP site construction.

Space rental was subsequently included under MERA's annual Office and Staff Support Services Agreement with the Town of Corte Madera. Quarterly rental cost was \$3,025.08 from July 1, 2020 to December 31, 2020, which was to continue through the duration of AECOM's construction services.

In December 2020, AECOM determined due to COVID-19 and in the best interest of the Project to work virtually, thus negating the need for an office. The Town approved MERA's request for rent relief on December 17, 2020, which terminated this provision under the Agreement.