



MEMO

To: NCRA Board of Directors

From: Executive Director Stogner

Date: July 11, 2018

Subject: **Agenda Item F.1 – Discussion and Possible Action Regarding Extension of Project Management Agreement with Guillon Inc.**

In October 2014, the NCRA Board approved a Project Management Agreement with Guillon Inc. to undertake all of the activities required for development of a master plan for disposition of the excess railroad property at the Ukiah Depot and the Mason St. property sites. The Agreement provides compensation to Guillon Inc. of 6% of the purchase price of 4.1 acres at the Depot site- which was paid to Guillon Inc. in April 2016 when the sale to the Judicial Council of California (JCC) was completed- and a fee of 10% to manage the approximately \$2.7 mil. in infrastructure improvements needed for the courthouse and the remaining NCRA property. Under Amendment #1 to the Property Management Agreement approved by the Board in August 2016, the Project Management Agreement is scheduled to terminate on August 10, 2018. The proposed Amendment #2 would extend the terms of the Project management agreement with Guillon Inc. for one additional year: July 11,2018-July 11,2019.

Staff Recommendation:

Approve the attached amendment #2 to the October 8, 2014 Property Management Agreement with Guillon Inc., extending the terms of the agreement for an additional 1 year to July 11, 2019.