

REPORT OF GENERAL MANAGER

NO. 05-241

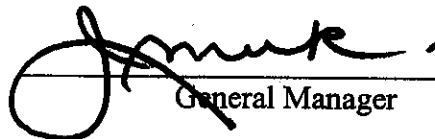
DATE September 21, 2005

C.D. All

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AMENDMENT TO LETTER OF AGREEMENT NO. 05-2011 WITH
ROBIN LESTER DBA LESTER PHOTOGRAPHY FOR SPORTS TEAM
PHOTOGRAPHY

J. Combs _____	J. Kolb _____
H. Fujita _____	*F. Mok <u>aw</u>
S. Huntley _____	K. Regan _____
B. Jensen _____	M. Shull _____



General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve Amendment to the Letter of Agreement with Robin Lester, dba Lester Photography, for sports team photography services, substantially in the form attached, to extend the total compensation by up to \$5,000.00 not to exceed \$25,000.00; and,
2. Direct the Board Secretary to transmit the proposed amendment to the Mayor in accordance with Executive Directive 16, concurrently to the City Attorney for review as to form; and,
3. Authorize the Board President and Secretary to execute the amendment upon the Mayor's and City Attorney's approval.

SUMMARY:

On February 2, 2005, the Department entered into a one-year Letter of Agreement (LOA No. 05-2011) with Robin Lester to secure her services in providing youth sports team and individual photos to several specific programs on designated dates and to various recreation facilities on an as-needed basis, not to exceed \$20,000.00, from January 22, 2005 to January 7, 2006.

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The Department and Ms. Lester under-anticipated the amount of service required for one of the specified programs, the LA Kids Sports Academy, which ran from July 1, 2005 through August 27, 2005 at the Hansen Dam Sport Complex. In combination with the services provided prior to the final billing for the LA Kids Program, service to the Department exceeded the maximum compensation of \$20,000.00 set forth in the LOA.

The contractor has provided satisfactory service to the various facilities and to the LA Kids program with which she has worked with since its inception in 1997. Accordingly, staff has prepared an Amendment to the LOA, increasing the compensation by \$5,000.00, bringing the total level of compensation to an amount not to exceed \$25,000.00.

Funds are available for this payment from Fund 301, Department 88.

FISCAL IMPACT STATEMENT:

All services provided by the Contractor will be funded from the Municipal Recreation Program funds or L.A. Kids / CDBG grant funds, therefore, there is no impact to the City's General Fund.

Report prepared by: Nell Dizon, Management Analyst II, Administrative Resource Division.