

DATE July 10, 2002

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROVAL AND AUTHORIZATION OF A CONTRACT BETWEEN THE CITY OF LOS ANGELES AND THE CONSULTING FIRM OF A. C. LAZZARETTO & ASSOCIATES

J. Combs _____	J. Kolb _____
A. Coroalles _____	M. Tamuri _____
*J. Duggan <u>JD</u>	M. Matthews _____
H. Fujita _____	


 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board find that in accordance with Charter Section 1022, that it is more economical and feasible to contract for professional services that are of short duration and must be performed by personnel with an expertise in organizational analysis and service delivery systems.; and

That the Board approve and authorize the General Manager to execute on behalf of the Board a contract between the City represented by the Board of Recreation and Park Commissioners and the consulting firm of A.C. Lazzaretto & Associates.

SUMMARY:

The Department of Recreation and Parks has undergone dramatic changes and shifts in activities in the past ten years. The Department that exists today is different from the Department of 1992, and there will be many more changes in the next ten years. To prepare for the changing environment, and to ensure quality service delivered at reasonable cost and with the highest degree of professionalism it is recommended that the consulting firm of A.C. Lazzaretto & Associates be retained to analyze the Department and prepare organizational options for consideration by the new General Manager.

The analysis will involve an evaluation of Department services and what can be done to improve the delivery system. The consultant will evaluate various delivery systems and discuss the strengths of the recommended solution.

REPORT OF GENERAL MANAGER

PG. 2 NO. 02-282

A final report will be prepared which recommends specific changes in Departmental operations and provides an implementation plan and schedule to assist the Department in implementing the new organization.

The consulting firm of A.C. Lazzaretto & Associates has performed a wide variety of studies involving many municipal services and different delivery systems. The firm analyzed and developed operational options for the delivery of police services for the cities of Whittier and Santa Fe Springs. Also, the firm analyzed centralized and regional management structures for the delivery of fleet maintenance services for the city of Rancho Cucamonga and surrounding communities. The firm has worked with more than 40 agencies throughout California on a wide variety of subjects.

The expertise to analyze department activities and provide operational options are not available among current department personnel, and it would be inefficient to employ such expertise for a limited study period. Accordingly, it is recommended that the Board find that in accordance with Charter Section 1022, it is more economical and feasible to contract for professional services that are of short duration and must be performed by personnel with an expertise in organizational analysis and service delivery options.

The contract is for one year and for a maximum of \$100,000. The Municipal Recreation Program (MRP) Fund will be used to pay for these services.

Board Report Prepared by: John Duggan, Chief Financial Officer