

APPROVED

REPORT OF THE GENERAL MANAGER

SEP 17 2008

NO. 08-261

DATE September 17, 2008

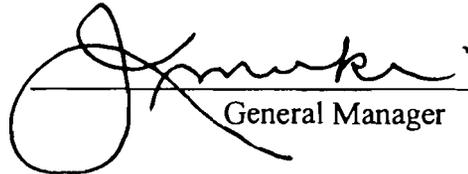
**BOARD OF RECREATION
and PARK COMMISSIONERS**

CD 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GRIFFITH OBSERVATORY – PERSONAL SERVICES AGREEMENT WITH CHRISTOPHER SHELTON FOR THE PROVISION OF PROFESSIONAL THEATRICAL PRODUCTION, TRAINING, AND DEVELOPMENT SERVICES FOR THOSE PERFORMING IN THE SAMUEL OSCHIN PLANETARIUM

R. Adams _____	J. Kolb _____
H. Fujita _____	F. Mok _____
S. Huntley _____	K. Regan _____
*V. Israel _____	M. Shull _____



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve a proposed personal services agreement, substantially in the form on file in the Board Office, with Christopher Shelton for a combined total of three (3) years and \$99,000 maximum expenditure for specialized services in connection with all performer casting, direction, and related production responsibilities, for the live performer portion of operation of the Samuel Oschin Planetarium theater in Griffith Observatory, subject to approval of the Mayor and of the City Attorney as to form;
2. Find that, in accordance with Charter Section 371 and Section 10.15(a)(2) of the Los Angeles Administrative Code, that the services to be performed by Christopher Shelton require specialized technical expertise for which competitive bidding is neither practicable nor advantageous to this agreement;
3. Find pursuant to Charter Section 1022, that the Department does not have personnel available in its employ, with sufficient expertise to undertake these specialized professional tasks in a timely manner, and that these services can be performed more feasibly by a qualified independent contractor than by a City employee;

REPORT OF THE GENERAL MANAGER

PG 2

NO. 08-261

4. Find that Christopher Shelton has demonstrated unique and specialized knowledge and experience to specifically provide the type of services required by Griffith Observatory, including outstanding performance in an identical role under terms of a previous contract (8/14/06 to 1/13/08);
5. Direct the Board Secretary to transmit for approval the proposed agreement to the Mayor in accordance with Executive Directive No. 3, and concurrently to the City Attorney for review as to form; and,
6. Authorize the Board President and Secretary to execute the agreement upon receipt of approvals from the Mayor and City Attorney.

SUMMARY:

Griffith Observatory has a 73-year tradition of providing exclusively live planetarium presentations for its visitors. This continues with the state-of-the-art Samuel Oschin Planetarium, which opened as part of the renovated and expanded Observatory building in 2006. Live performers present all programs in the Samuel Oschin Planetarium, which is a substantial element of the success of the opening program ("Centered in the Universe") and other programming offered in the planetarium. With live performances, initial and ongoing performer training is a critical component of program success.

The Observatory staff is requesting approval of a long-term personal service contract with Christopher Shelton to provide these training services. Mr. Shelton did an exceptional job in providing these services to Griffith Observatory under a previous agreement, thereby helping the Observatory and City to earn extensive praise for the quality, consistency, and uniqueness of the performances and program. Because of the ongoing nature of programming, development, and staffing in the Samuel Oschin Planetarium, a contractual period of 36 months has been proposed to provide the Observatory with a stable, capable, and reliable source of unique training services for planetarium performances. The contractor will report directly to and act under the direction of Dr. Laura Danly, Curator of Griffith Observatory. The contractor will work with other key Observatory personnel on the coordination of stagecraft, acting, music, and sound design of the live programs in the Samuel Oschin Planetarium.

The Personnel Department has previously determined (Charter Section 1022) that City classifications are unable to perform the services that are required for the continued casting, training, and direction of the live performers for the scripted programming in the Samuel Oschin Planetarium, and that Department staff does not have the necessary knowledge and expertise to provide theatrical production, musical scores, or live performance training for the planetarium. The requirement for a theatrical director and trainer with a clear focus on live performance of scientific material is critical

REPORT OF THE GENERAL MANAGER

PG 3

NO. 08-261

both to maintaining the integrity and quality of all planetarium programming and to integrating the performances with the technological elements of the Samuel Oschin Planetarium. These skills are beyond City staff's abilities and experience; therefore it is necessary to secure these services through a personal services agreement.

FISCAL IMPACT STATEMENT:

Funding for this contract is currently provided in Fund 302, Department 88, Account 3040, Activity Code 7800. There is no additional impact to the Department's General Fund.

This report was prepared by Elizabeth N. Gutiérrez, Management Analyst II, Griffith Observatory.