

FOR INFORMATION ONLY

CITY OF LOS ANGELES
DEPARTMENT OF RECREATION AND PARKS

April 21, 2010

TO: BOARD OF RECREATION AND PARK COMMISSIONERS

FROM: JON KIRK MUKRI
General Manager



SUBJECT: TREGNAN GOLF ACADEMY – NON-EXECUTION OF
AMENDMENT TO SUPPLEMENTAL AGREEMENT NO. 2 TO
LETTER OF AGREEMENT NO. E826 WITH PAULA OLSEN TO
EXTEND THE TERM AND INCREASE THE CONTRACT AMOUNT

On February 14, 2008, the Department executed Letter of Agreement No. E826 with Ms. Paula Olsen to provide professional golf instruction services at the Tregnan Golf Academy for four months from January 1, 2008 through April 30, 2008 in an amount not to exceed \$20,000.

On May 7, 2008, the Board approved a Supplemental Agreement to Letter of Agreement No. E826, to extend the term of the Agreement to December 31, 2008, and increase the contract amount from \$20,000 to \$60,000 (Board Report No. 08-119).

On December 11, 2008, the Board approved Supplemental Agreement No. 2 to Letter of Agreement No. E826, to extend the term of the Agreement through December 31, 2009, and increase the contract amount from \$60,000 to \$120,000 (Board Report No. 08-335).

On December 9, 2009, the Board approved a proposed Amendment to Supplemental Agreement No. 2 to extend the term of two years by four months, and increase the contract amount from \$120,000 to \$140,000, in order to allow Paula Olsen to continue providing golf instruction and program coordination services for the Tregnan Golf Academy from January 1, 2010 to April 30, 2010 while a formal Request for Proposals process was conducted to select a responsible contractor for a multi-year contract to provide professional golf instruction services (Board Report No. 09-308).

On February 22, 2010, the Mayor approved the proposed Amendment to Supplemental Agreement No. 2 with Paula Olsen.

However, in December 2009, Paula Olsen had informed Golf Division staff that she had accepted a full- time golf instructor position in Orange County and would no longer be available to provide the service. As Ms. Olsen has not worked at the Tregnan Golf Academy since December 31, 2009 due to her acceptance of the position in Orange County, it is no longer necessary to execute the Amendment to Supplemental Agreement No. 2 with Paula Olsen.

This report was prepared by Raymond Chang, Finance Division, Administrative Resources Section, Service Contracts Group. Reviewed by Noel Williams, Chief Management Analyst, Finance Division.