



MOUNTAINS RECREATION & CONSERVATION AUTHORITY

Los Angeles River Center & Gardens
570 West Avenue Twenty-six, Suite 100
Los Angeles, California 90065
Phone (323) 221-8900

MEMORANDUM

TO: The Governing Board

FROM: 
Joseph T. Edmiston, FAICP, Executive Officer

DATE: November 7, 2007

SUBJECT: **Agenda Item V(o): Consideration of resolution authorizing a sole source contract with Rebecca Frank to create an interactive curriculum-based educational website that focuses on the Mediterranean biome in general and the Santa Monica Mountains in particular.**

Staff Recommendation: That the Governing Board adopt the attached resolution authorizing entering into a sole source contract with Rebecca Frank for an amount not to exceed \$14,000.

Background: At the June 1, 2005 meeting, the MRCA Governing Board authorized acceptance of funds from the Santa Monica Mountains National Recreation Area/National Park Service for the creation of an interactive, curriculum-based educational website pursuant to the multi-agency Cooperative Management Agreement and Task Agreements. At the April 5, 2006 Governing Board meeting, the Governing Board authorized a sole source contract with Ms. Karin Mueller for design of an interactive educational website for the National Park Service.

Ms. Mueller was able to complete conceptual features of the website. However, she did not complete the more advanced graphic features of the site before her contract expired in May 2006. The designer under consideration, Rebecca Frank, has already been selected by NPS to complete this project. She is highly experienced in interactive web design and has already worked with NPS staff. The new contract amount will not exceed the amount already funded by NPS to complete the project.

Consideration: Contract costs payable on invoice not to exceed \$14,000 from funds already granted by NPS to the MRCA for this purpose.