

REPORT OF GENERAL MANAGER

NO. 02-188

DATE: May 1, 2002

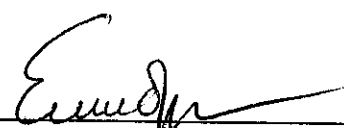
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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROVAL TO TRANSFER FUNDS BETWEEN THE DEPARTMENT AND THE INFORMATION TECHNOLOGY AGENCY

J. Combs _____
A. Coroalles _____
*J. Duggan JD
H. Fujita _____

J. Kolb _____
M. Tamuri _____
M. Matthews _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

Authorize the General Manager to transmit a request to the Mayor and the City Council to transfer \$88,028 from the Department's operating Fund 302, Account 9850 (Automated Golf & Tennis Reservation) to the Information Technology Agency for communication services.

SUMMARY:

The Department has purchased a new trailer sited at the Central Service Yard. Designed to accommodate 21 employees, the trailer will be used to house the golf and tennis reservation management staff who will be relocated there from the City Hall East 13th floor. The Department has already authorized the Information Technology Agency through a Communications Service Request to perform necessary upgrades to the trailer and the surrounding infrastructure (new phone, data, DSL and fax lines) to support a new sophisticated golf and tennis reservation system. The new system's RFP was released in November 2001 and the proposal responses are currently under review.

The project's communications costs are estimated at \$88,028, which exceed the \$50,000 Charter limit for interdepartmental transfers without Mayor and City Council approval. Board approval is therefore sought to authorize such a request from the Mayor and City Council.

Report prepared by Jess Cruz