

REPORT OF GENERAL MANAGER

NO. 04-203

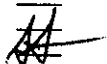
DATE June 16, 2004


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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: RELEASE OF PROPOSAL DEPOSITS FROM UNSUCCESSFUL PROPOSERS HELD UNDER THE REQUEST FOR PROPOSALS PROCESS FOR THE AUTOMATED GOLF AND TENNIS RESERVATION SYSTEM PERSONAL SERVICES AGREEMENT

K. Chan _____
J. Combs _____
H. Fujita _____

J. Kolb _____
F. Mok _____
*G. Stigile 



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board direct the Board Secretary to authorize release of the proposal deposits received from AT Course Systems, Fairways Systems, Inc., and TeeMaster, Inc., held in accordance with the Request for Proposals (RFP) conducted for the Automated Golf and Tennis Reservation System Personal Services Agreement.

SUMMARY:

An RFP for a new five-year contract, to allow the Department to seek a state-of-the-art golf and tennis reservation system to replace the existing system, was approved by the Board on February 19, 2003, and released on October 10, 2003. A pre-proposal conference was held on November 6, 2003, and four responsive proposals were received on December 9, 2003.

On April 6, 2004, the Board awarded the new contract to US eGolf Corp. Shortly after the vote of the Board of Recreation and Park Commissioners to award to a new company, the former provider pulled the plug on the old system without further notice or coordination. Under difficult and challenging circumstances, the Department worked with US eGolf to install their system to get the Department operational again, and that was accomplished. The new contract still has several approval steps before execution; however, even under the emergency engagement with US e-Golf,

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the new vendor has been working diligently to customize the program with features desired by our golf and tennis customers, in the order and according to the priority of our requests.

The RFP required that each proposal include a Twenty Thousand Dollar (\$20,000) proposal deposit as a guarantee that the proposer would enter into a personal services agreement for the Automated Golf and Tennis Reservation System. The proposal deposit of the successful proposer would be released upon receipt of the required performance bond, evidence of insurance, and execution of the agreement. The deposits from the unsuccessful proposers would be returned only upon execution of the new agreement, so that if the awarded proposer was unable to enter into an agreement and another of the proposers was selected, their proposal and bond would remain viable.

Because of the emergency nature of the transition to the new provider and considering all exigent circumstances, staff has determined that, in the event an agreement with US eGolf is not executed, a new RFP would need to be conducted as we would not award to the unselected proposers. Of the remaining three proposals, the cost of one system exceeded our budget, another had a level of service that was insufficient, and in the case of Fairways, they disconnected our former system without notice or time to orchestrate a smooth transition for the sake of our customers. Also, the awarded proposer is providing the system on an interim basis, and staff has no reason to believe we are at risk in executing the agreement. Under these unusual circumstances, staff recommends release of the bonds to the three unsuccessful proposers. To insure execution of the agreement, the proposal deposit for the US eGolf Corp., will be released according to the terms of the RFP referenced above, and therefore will not be released at this time.

Report prepared by Michael Honan, Administrative Resources Division