

REPORT OF GENERAL MANAGER

NO. 04-335

DATE November 3, 2004

CD Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROVAL OF PAYMENT FOR TWO ADDITIONAL LINES TO PROVIDE EXTRA SERVICE UNDER THE AUTOMATED GOLF AND TENNIS RESERVATION SYSTEM AT TWO GOLF COURSE LOCATIONS

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

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


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board approve an increased expenditure of \$166.67 per month (or \$10,000.00 for the five-year contract term) for the installation of Automated Golf and Tennis Reservation software at two additional golf course locations, in accordance with terms of the Agreement between the Department and US eDirect, Inc. (dba US eGolf).

SUMMARY:

On April 7, 2004, the Board approved the award of a five (5) year contract to US Direct, Inc. (dba US eGolf) for the provision of an Automated Golf and Tennis Reservation System (Board Report No. 04-110). Subsequently, this contract was approved by City Council and has recently been executed by the Department. Following the April 7, 2004, Board meeting, US eGolf was called to install software to provide an Automated Golf and Tennis Reservation System on an emergency basis because the previous contractor ceased service.

The contract details the installation of an Automated Golf and Tennis Reservation System at a total of eight (8) Department golf and eight (8) Department tennis facilities. The monthly charge for the Automated Golf and Tennis Reservation System is \$6,480.00 per month and is in accordance with a set fee schedule reflecting that number of locations. Any additional charges must be in accordance with that fee schedule, which is set forth in the contract, and approved by the Board.

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At the time of the Request for Proposals, it was expected that the installation of a single system at each of the Department's eight (8) golf facilities would meet the anticipated demand. Since that time, it has become necessary to install two (2) additional systems – one each extra at the Griffith Park and at the Sepulveda Golf facilities - since the Golf Starters at each of these locations service two 18-hole golf courses.

The two (2) additional Automated Golf and Tennis Reservation Systems will cost an additional \$166.67 per month (or \$10,000.00 for the five-year life of the contract) and results in an increased monthly payment amount of \$6,646.67. Staff recommends approval of the two (2) additional Automated Golf and Tennis Reservation Systems since it will enhance staff's ability to maintain excellent customer service to our golf patrons, and it is in accordance with the approved fee schedule. Additionally, there is no impact on the General Fund since the cost of the Automated Golf and Tennis Reservation System is paid from fees collected from reservation card holders.

Report prepared by Michael Honan, Administrative Resources Division.