REPORT OF GENERAL MANAGER

NO. 04-261

DATE September 1, 2004

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: POSTPONEMENT OF DATE TO RECEIVE PROPOSALS FOR THE ELECTRIC GOLF CART CONCESSION OPERATION FOR ONE HUNDRED TWENTY (120) DAYS

K. Chan _____ J. Kolb _____
J. Combs _____ F. Mok _____
H. Fujita _____ *G. Stigile _____

_____ General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board postpone for one hundred twenty (120) days the date to receive proposals in response to the Request for Proposals (RFP) for the operation of the electric golf cart rental concession.

SUMMARY:

The twelve-year concession agreement for the rental of golf carts at the five Department facilities with 18-hole course contracts expired February 1, 2003. An RFP for a new ten-year agreement, with a five-year option to extend at the City's discretion, was approved by the Board (Report 03-274) on October 1, 2003, and released to the public on December 21, 2003. The original deadline to submit proposals was February 17, 2004, but it was administratively extended to March 2, 2004, due to ongoing discussions with the general manager of the Service Employees International Union regarding the impact to City workers of contracting this service by concession. On February 18, 2004, the Board extended the deadline to receive proposals to June 22, 2004, to allow sufficient time to conclude discussions (Report 04-42).

On May 5, 2004, staff presented to the Board an analysis of the findings in accordance with Charter Section 1022 and requested authorization to proceed with the self-operation of the golf cart operations (Report 04-142). In response to staff's recommendation for self-operation, the Board requested independent analyses be conducted by an outside consultant and the City Administrative Officer's Office. Accordingly, the Board postponed the deadline to receive proposals to September 28, 2004, to allow sufficient time for the completion of the analyses. This complex research and analysis is still underway. Staff, therefore, recommends a one hundred twenty (120) day extension of the date to receive proposals to afford complete analysis of the self-operation proposal and to avoid the year-end holiday period. The proposed new due date would be January 25, 2005.

Report prepared by Michael Honan, Administrative Resource Division.