

Council Meeting of  
March 4, 2008

Honorable Mayor and Members  
Of the City Council  
City Hall  
Torrance, California

Members of the Council:

**SUBJECT: Communications and Information Technology – Authorize the modification of a professional staffing services agreement.**

**Expenditure: \$23,000 (new not-to-exceed \$70,000)**

### **RECOMMENDATION**

Recommendation of the Information Technology Director that Council authorize an increase in the dollar amount of the contract services agreement with Sapphire Technologies to \$70,000 for a temporary technical network contractor.

### **Funding**

Salary savings from an open IT Analyst position and savings in the Data Communications operations budget will be used to fund the agreement.

### **BACKGROUND**

In July 2007, staff contracted with two firms, SuperbTech and Sapphire Technologies, for professional technical network services. These services were paid by direct payment voucher in accordance with City policy as long as the payments in a fiscal year total less than \$25,000.

On December 4, 2007, Council approved a contract services agreement with Sapphire Technologies for a term of one year and a not-to-exceed dollar amount of \$47,000.

### **ANALYSIS**

The intent of this recommendation is to continue using our technical network contractor to work on much needed short-term network projects until we complete recruitment for a permanent open position.

This recommendation to increase the dollar amount of the agreement with Sapphire Technologies by \$23,000 will cover the cost of the technical network contractor. The one-year term of the original agreement will remain unchanged.

Contracting for temporary technical help from a professional services company provides the City with the most flexibility as we pursue recruitment for our open IT Analyst position. Salary savings from the vacancy will be used to fund the agreement.

Respectfully submitted,



RICHARD SHIGAKI  
Information Technology Director

CONCUR:



LeRoy J. Jackson  
City Manager