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CITY OF SACRAMENTO

DEPARTMENT OF GENERAL SERVICES

5730 - 24th ST. BLDG #4

SACRAMENTO, CA. 95822
TELEPHONE (916) 449-5548

September 5, 1984

FACILITY MAINTENANCE DIVISION
FLEET MANAGEMENT DIVISION
RISK MANAGEMENT & INS. DIVISION
SUPPORT SERVICES DIVISION

FRANK MUGARTEGUI
DIRECTOR

CITY MANAGER'S OFFICE
RECEIVED
SEP 5 1984

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: Recommendation to Adopt Specifications

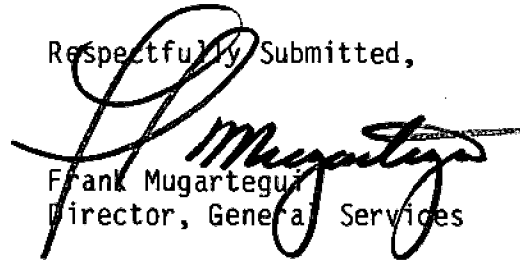
SUMMARY

Attached is a listing of proposals with specifications for furnishing equipment, materials, supplies, and services to be used by the departments/divisions as indicated.

RECOMMENDATION


It is recommended that the City Council adopt the specifications and that bids be called for the dates shown.

Respectfully Submitted,



Frank Mugartegui
Director, General Services

Recommendation Approved:



Walter J. Slife, City Manager

FM:lec
1 Attachment

APPROVED
BY THE CITY COUNCIL

SEP 11 1984

OFFICE OF THE
CITY CLERK
September 11, 1984
All Districts

(27)

<u>Bid No.</u>	<u>Description</u>	<u>Estimated Cost</u>	<u>Bid Date</u>
728	Cold Water Meters to be used by Water and Sewer Division	\$36,500.00	October 2, 1984
729	Various types of Groundskeeping Equipment to be used by the Parks and Community Services Department	\$142,741.00	October 2, 1984
730	White Water Rescue Boat to be used by the Fire Department	\$13,000.00	October 2, 1984
732	Micro Computer Equipment, Word Processing Equipment, Printers, Displays, Peripheral Equipment to be used by various departments throughout the city.	\$180,000.00	October 2, 1984
733	Key Data Entry Service to be used by Data Processing Department	\$100,000.00	October 9, 1984



The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

In the second section, the author details the various methods used to collect and analyze the data. This includes both manual and automated processes. The goal is to ensure that the information is both reliable and up-to-date.

The third part of the document focuses on the results of the analysis. It shows a clear trend of growth over the period covered. This is supported by several key figures and percentages that illustrate the overall performance.

Finally, the document concludes with a series of recommendations for future actions. These are based on the findings of the analysis and are designed to help the organization continue to improve its operations and achieve its long-term goals.

The following table provides a summary of the key data points discussed in the report. It shows the overall trend and highlights the most significant areas of concern and opportunity.

Category	Value
Total Revenue	\$1,200,000
Operating Expenses	\$800,000
Net Profit	\$400,000
Growth Rate (YoY)	15%