

## Coit Department Technology Plan

January 30, 2008

**Department:** General Services Agency - City Administrator

**Date of last revision to this plan:**

### Department Mission Statement and Goals:

The Office of the City Administrator has overall responsibility for the management and implementation of policies and the rules and regulations promulgated by the Mayor, the Board of Supervisors, and the voters.

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### Department Key Programs and Measures:

*The department is responsible for the following programs:*

The departments and programs under the City Administrator are:

- Animal Care & Control
- Central Shops
- Contract Administration/Purchasing (Office of)
- Convention Facilities Management
- County Clerk
- Entertainment Commission
- Grants for the Arts
- Immigrant Rights Commission
- Labor Standards Enforcement (Office of)
- Mayor's Office on Disability
- Mayor's Office of Public Finance
- Medical Examiner
- Public Works
- Real Estate
- Risk Management
- Telecommunications and Information Services
- 311 Citizen Service Call Center

*The department measures performance by the following measures:*

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*The department measures IT performance by the following measures:*

### Departmental Partners and Customers:

*Key City department partners are:*

GSA-City Administrator works closely with many departments, but no one is key.

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*Key external agency partners are:*

None

*The primary beneficiaries are:*

Many if not all are dependent upon GSA services - from Central Shops to Capital Planing to Purchasing.

**Organizational Structure:**

Total Number of Department staff: 6

Number of IT positions::

**Technology Projects Summary:**

Status of Projects Currently underway

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