



Recommendation for Action

File #: 22-3270, Agenda Item #: 11.

11/3/2022

Posting Language

Authorize negotiation and execution of a multi-term contract with RecTrac, LLC d/b/a Vermont Systems to provide software licenses, maintenance, and support services for the recreation management software system, for up to five years for a total contract amount not to exceed \$655,000.

[Note: Sole source contracts are exempt from the City Code Chapter 2-9C (Minority Owned and Women Owned Business Enterprise Procurement Program); therefore, no subcontracting goals were established].

Lead Department

Financial Services Department.

Client Department(s)

Parks and Recreation Department.

Fiscal Note

Funding in the amount of \$123,844 is available in the Fiscal Year 2022-2023 Operating Budget of the Parks and Recreation Department. Funding for the remaining contract term is contingent upon available funding in future budgets.

Purchasing Language:

Sole Source.

For More Information:

Inquiries should be directed to Gil Zilkha, at 512-974-2696 or Gil.Zilkha@austintexas.gov or [<mailto:Gil.Zilkha@austintexas.gov>](mailto:Gil.Zilkha@austintexas.gov).

Additional Backup Information:

The contract will provide software licenses, maintenance, and support for the recreation management software system (RecTrac). The Parks and Recreation Department (PARC) uses the RecTrac to manage all program registration, facility and campsite reservations, equipment rentals, golf tee time reservations, point-of-sale purchases, pass management, visit tracking, and related services, processing over \$18 million in revenue annually. PARC also uses RecTrac to report performance measures data and make business planning decisions. RecTrac is critical for PARC to meet service demands, provide quality customer service, and to manage revenue and participant performance measures data. RecTrac manages customer accounts, records program data, participant data, revenue data, and other relevant data about PARC programs and participants, which is critical for understanding the community's needs and where the City's resources in parks programming are most needed.

RecTrac, LLC d/b/a Vermont Systems is the owner, sole developer, and sole provider of RecTrac. There are no other resellers or distributors of the system.

Contract Detail:

<u>Contract Term</u>	<u>Length of Term</u>	<u>Contract Authorization</u>
Initial Term	2 yrs.	\$246,531
Optional Extension 1	1 yr.	\$128,821
Optional Extension 2	1 yr.	\$137,624
Optional Extension 3	1 yr.	\$142,024
TOTAL	5 yrs.	\$655,000

Note: Contract Authorization amounts are based on the City's estimated annual usage.

Strategic Outcome(s):

Government that Works for All.