



Legislation Details (With Text)

**File #:** 20-3572      **Name:** AUTHORIZATION TO UTILIZE A GENERAL SERVICES ADMINISTRATION (GSA) CONTRACT, AS A BASIS FOR PRICING, FOR THE PURCHASE OF A NEW PARKS AND RECREATION MANAGEMENT SOFTWARE SOLUTION

**Type:** Purchasing/Contract      **In control:** Village Council

**On agenda:** 3/10/2020      **Final action:**

**Title:** AUTHORIZATION TO UTILIZE A GENERAL SERVICES ADMINISTRATION (GSA) CONTRACT, AS A BASIS FOR PRICING, FOR THE PURCHASE OF A NEW PARKS AND RECREATION MANAGEMENT SOFTWARE SOLUTION

**Code sections:**

**Attachments:** 1. 1. FL - Wellington - CivicRec GSA SOW.pdf, 2. 2. Wellington FL Sample Ultimate CivicRec Timeline CivicPlus LLC Project Timeline.pdf

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

**ITEM: AUTHORIZATION TO UTILIZE A GENERAL SERVICES ADMINISTRATION (GSA) CONTRACT, AS A BASIS FOR PRICING, FOR THE PURCHASE OF A NEW PARKS AND RECREATION MANAGEMENT SOFTWARE SOLUTION**

**REQUEST:** Authorization to utilize GSA contract #GS-35F-0124U, with Civic Plus, LLC, as a basis for pricing, for the purchase of a new Parks and Recreation management software (Civic Rec), in the amount of \$63,400 for the first year and \$37,500 in subsequent years.

**EXPLANATION:** The Parks and Recreation management software solutions integrate all complex and demanding community activity management functions into one easy-to-use program. These software programs include comprehensive modules equipped with many features to cover any and every recreation department need. Features include program registrations, facility scheduling, rentals, league management, point of sale tracking, etc.

The Village’s existing Parks and Recreation management software (Rec Trac) is over fifteen (15) years old, lacks functionality, provides limited reporting and mobile application capabilities and no longer meets the Village’s needs. In order to ensure the best management software solution, the Village researched and scheduled software demonstration sessions with four (4) other firms (Rec Trac, Rec Desk, Rec Pro, and Community Pass) and found that Civic Rec provided the best management software solution and software security. Civic Rec is owned by Civic Plus, LLC, the Village’s existing website provider. By transitioning from Rec Trac to Civic Rec, the Village and its residents will benefit from:

- Better website integration (same firm), improving user experience and increased efficiency and effectiveness.
- A responsive web based platform making it accessible from any computer or device (phone, tablet, etc.) for easier on-line program registration.
- Secure website and payment functionality built-in.
- Significantly improved reporting functions including historical program registrations, rentals, and

utilization rates.

- A more intuitive software solution allowing for user friendly training and flexibility
- All-inclusive modules which adds to the flexibility and ability to design specifically to the needs and requirements of the user department.
- Activity Registration and Membership Management, Facility and Instructor Management, Ticketing, Point of Sale and Online Payments all in one easy to use website.
- Excellent rated customer service

Civic Rec Parks and Recreation management solution is currently being utilized by fifteen (15) municipalities throughout Florida and will be implemented in Miami Dade County, Indian River County and City of Stuart in 2020.

Staff recommends awarding a contract to Civic Plus, LLC, utilizing GSA contract# GS35F-0124U, as a basis for pricing, for the purchase, implementation, and maintenance of a new Parks and Recreation management software solution, in the amount of \$63,400 the first year and \$37,500 in subsequent years, subject to a 5% increase beginning in year 3. The contract was awarded by GSA effective through December 11, 2022.

**BUDGET AMENDMENT REQUIRED:** NO

**PUBLIC HEARING:** NO                      **QUASI-JUDICIAL:**

**FIRST READING:**                              **SECOND READING:**

**LEGAL SUFFICIENCY:** YES

**FISCAL IMPACT:** Funds are budgeted in the Information Technology budget.

**WELLINGTON FUNDAMENTAL:** Responsive Government

**RECOMMENDATION:** Authorization to utilize GSA contract #GS-35F-0124U, with Civic Plus, LLC, as a basis for pricing, for the purchase of a new Parks and Recreation management software (Civic Rec), in the amount of \$63,400 for the first year and \$37,500 in subsequent years.