

**Date:** November 14, 2022  
**Amount:** \$14,651.83  
**Account Number:** 3060-1473

**EXPLANATION TO COUNCIL BILL**

**ORIGINATING DEPARTMENT:** Parks, Recreation & Civic Facilities

**PURPOSE:** To authorize an amendment to the General Fund, REC Center Program budget and execution of a Master Services Agreement with CivicPlus for a Recreation, Point Of Sale, and Inventory Management System all in the amount of \$14,651.83.

**REMARKS:** Since 2012, the City has been utilizing Vermont Systems, RecTrac for our recreation management software. The software requires the database on city servers. The system requires the City's IT department to make frequent, cumbersome updates, which tax the City's already overburdened servers. Given these issues, City staff has communicated with both the current vendor and CivicPlus to determine if an outside hosting service would be a viable alternative (as opposed to using City servers). Both vendors have the ability to provide this type of service. The price quote from Vermont Systems was \$29,000. CivicPlus provided an annual price of \$25,000.

The City currently utilizes several products from CivicPlus, including CivicClerk. With the transition from Vermont Systems to CivicPlus, the software would be more streamlined for IT and free up server space. The system would then be entirely internet based.

The agreement with CivicPlus would start with the new calendar year; thus, the initial cost during FY22-23 would be \$14,651.83. The subsequent year (FY23-24) the cost would be \$25,000. CivicPlus has agreed to lock that price in through the end of fiscal year FY24.

**THIS ORDINANCE HAS BEEN CERTIFIED THAT THE FOREGOING CONTRACT OR ORDER IS WITHIN THE PURPOSE OF THE APPROPRIATION TO WHICH IT IS TO BE CHARGED, AND THAT THERE IS AN UNENCUMBERED BALANCE TO THE CREDIT OF SUCH APPROPRIATION SUFFICIENT TO PAY THEREFORE.**