

## Staff Report

**Subject:** Ratification of Toast Point-of-Sale (POS) Agreements for Clarence Morgan Gym and Sand Hill Concessions

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**Department:** IT and Recreation

**Meeting Date:** March 18, 2025

**Item Description:** Consideration to ratify the Toast Merchant Agreements for the purchase and implementation of Point-of-Sale (POS) systems at Clarence Morgan Gym and Sand Hill Concessions.

**Summary Recommendation:** Staff recommends ratification of the Toast POS Agreements for Clarence Morgan Gym and Sand Hill Concessions to ensure modern, efficient payment processing at these facilities.

### Executive Summary/Background:

The Effingham County Parks & Recreation Department has identified a need to upgrade payment processing at Clarence Morgan Gym and Sand Hill Concessions to enhance customer experience and operational efficiency. To address this, the County entered into Toast Merchant Agreements for new POS systems at both locations.

### The agreements cover:

- Software Subscription for managing transactions and reporting.
- Hardware & Implementation for seamless integration.
- Payment Processing with competitive transaction rates.

### Contract Details:

- Vendor: Toast, Inc.
- Locations: Clarence Morgan Gym & Sand Hill Concessions
- Contract Term: 24 Months
- Monthly Processing Fees: \$72.00 per location
- Initial Hardware & Implementation Costs:
  - Clarence Morgan Gym: \$553.05
  - Sand Hill Concessions: \$553.05

The agreements were signed and executed on February 25, 2025, to ensure timely implementation for upcoming events.

### Alternatives for Commission to Consider

1. Ratify the Toast POS agreements to ensure smooth concession operations.
2. Do not ratify the agreements, requiring alternative payment solutions.

### Recommended Alternative: 1

### Other Alternatives: 2

**Department Review:** IT, Recreation, Procurement

**Funding Source:** Recreation Budget

**Attachments:** Toast Merchant Agreements for CEM Gym and Sand Hill Concessions