



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 10/11/2022

REQUESTER: Kari Madden

PRESENTER: Kari Madden, IT Manager Business Systems & Development

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2223-61: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND CLUB PROPHET SYSTEMS IN THE AMOUNT OF \$72,755 TO PROVIDE SOFTWARE REPLACEMENT FOR THE PARKS AND RECREATION DEPARTMENT FOR CONCESSION, GOLF COURSE, AND TENNIS FACILITY.

BACKGROUND:

In fiscal year 2020-2021 (FYE2021), Council approved appropriation of \$44,425 into Telecommunication Equipment Computer Software (Account 10770421-45304) for a software replacement project of the present Vermont Systems software.

DISCUSSION:

Parks and Recreation has Vermont Systems Software implemented to-date. This project was funded in FYE2016. Since that time, the Parks Department has found that the software is not ideal to run operations for the Golf Course, or for on-line registration of classes for the pool and recreation facilities. The software is extremely cumbersome for residents and guests to use for reserving facilities and managing memberships. It was identified that the software did not support operations for remote cart sales, sales from the Golf Grill on the golf course, or allow remote payments.

In FYE2021 Parks was funded \$44,425 to replace the software based on a preliminary cost assessment. A Request For Proposals (RFP) was issued and four (4) responses were received. A consultant was hired, Sciens Consulting, to assist with writing the RFP as well as evaluations, contract negotiations, and implementation. Sciens provided a total 6-year cost estimate based on the proposals to show long-term payouts for the City as well as first-year costs. Below are the respondents and their corresponding 6-year cost from the consultant's response, all as Software as a Service (SaaS), Cloud-Based Software proposals.

Civic Plus - \$232,402.96
Club Prophet - \$72,755
PerfectMind - \$96,000
Vermont Systems - \$215,134.68

Following demonstrations and client interviews with the companies, it was identified that none of the respondents had a total solution for Parks, Tennis, Golf, Pool, Recreation Centers, Facility Reservations, Concession Sales, Membership Tracking, and Child Care & Camps. It was further determined there is not sufficient funds to replace all areas as needed. With that, the only solution that met all of the needs for Tennis, Golf, Grill and Pool Concessions and had excellent client reviews from numerous golf courses in Oklahoma was Club Prophet.

Through negotiations and some added post Go-Live support, Club Prophet has presented us with a proposal for a total 1st year cost of \$17,305 and set annual maintenance for 2 years at \$1,140/month or \$13,680/year for 2 years following Go-Live with a set not-to-exceed 2% increase thereafter (current obligation of approximately \$44,665, subject to annual Council appropriation in future years).

RECOMMENDATION:

Staff recommends the approval of contract K-2223-61 with Club Prophet Systems and the City of Norman, OK in the amount of \$17,305. Funds are available in Telecommunication Equipment Computer Software (10770421-45304) for a software replacement project of the present Vermont Systems software.