

Sole Source Justification for TRT & TRCCA Tracking Software (RoomRev)

1. Purpose of Procurement

San Juan County Visitor Services seeks to acquire a software platform capable of tracking, analyzing, and reporting Transient Room Tax (TRT) Tourism, Recreation, Cultural, Convention, and Airport Facilities Tax (TRCCA) and other county-level revenue distributions. The platform must provide accurate, timely, and granular data necessary for compliance reporting, financial planning, auditing, and informed decision-making.

2. Description of Required Services

The County requires a system that can comprehensively track and visualize multiple tax and revenue streams, including:

A. Transient Room Tax (TRT)

- TRT distributions by county and municipality
- Outlet-level TRT data (individual lodging businesses) categorized by lodging type and location

B. Tourism, Recreation, Cultural, Convention, and Airport Facilities Tax (TRCC)

- County-level TRCC revenue
- Individual food outlet revenue tracking

C. Additional County Revenue Streams (Optional for additional cost)

- Sales & Use Revenue
- Sales Tax Distribution
- County Option Distribution

D. Interactive Analytics Platform

- Unified dashboard consolidating all revenue types
- Real-time, historical, and comparative analysis
- Data modeling tailored specifically to San Juan County's tax structures and reporting requirements

3. Vendor Information

Vendor: RoomRev

Service Period: January 1, 2026- December 31, 2026

Cost:

- \$700/month retainer (Annual: \$8,400)
- \$2,000 one-time implementation and onboarding fee

4. Sole Source Determination

After reviewing available commercial software and conducting market research, San Juan County Visitor Services has determined that RoomRev is the only provider that meets the County's specific TRT and TRCCA tracking needs.

a. Unique and Proprietary Capabilities

RoomRev is the only known vendor offering an integrated revenue dashboard that consolidates:

- County and municipal Transient Room Tax (TRT)
- TRT outlet-level data across categories and locations
- Tourism, Recreation, Cultural, Convention, and Airport Facilities Tax (TRCCA) with individual food-outlet detail
- Multi-stream revenue tracking including Transient Room Revenue, Restaurant Revenue, Sales & Use, Sales Tax Distribution, and County Option Distribution

b. Lack of Comparable Alternatives

Research into alternative systems shows:

- Accounting software does not provide business-level tax data or municipal segmentation.
- Tourism and lodging analytics systems lack government-specific tax distribution tracking.
- Statewide tax aggregation tools do not offer county-specific, outlet-specific, or multi-stream revenue visualization.

RoomRev's combined functionality and granularity are not available from competing vendors.

c. Operational and Financial Efficiency

RoomRev's platform improves efficiency by:

- Reducing staff time needed to aggregate data from multiple sources
- Improving accuracy in revenue forecasting and compliance reviews
- Enhancing transparency for decision-makers and public reporting

Attempting to build or piece together similar capabilities using multiple vendors would be significantly more labor-intensive and costly.

5. Conclusion

Because no other vendor provides an integrated dashboard capable of tracking TRT, TRCCA, and multiple additional county revenue streams down to the individual business level, RoomRev is the only reasonable and available source for this specialized software.

San Juan County Visitor Services requests approval for a sole source procurement with RoomRev for the period of January 1, 2026- December 31, 2026, at the cost of \$8,400 annually plus a one-time \$2,000 implementation fee.