



**PURCHASING ITEM
FOR
COUNCIL AGENDA**

1. Agenda Item Number:

29

2. Council Meeting Date:

July 26, 2007

TO: MAYOR & COUNCIL

3. Date Prepared: June 29, 2007

THROUGH: CITY MANAGER

4. Requesting Department: Community Services

5. SUBJECT: Approve the sole source purchase of additional licenses, equipment, installation and training for the Safari System from The Active Network in an amount not to exceed \$62,920.

6. RECOMMENDATION: Recommend approval of the sole source purchase of additional licenses, equipment, installation and training for the Safari System from The Active Network in an amount not to exceed \$62,920.

7. HISTORICAL BACKGROUND/DISCUSSION: The Parks and Recreation Divisions of the Community Services Department are presently using the Active Networks (Safari) computer software at all of their facilities. This (Safari) computer software system has been in use by Community Services since 1991. The software program is used to process activity and recreation/aquatics registrations that include the Touch Tone and online software systems. It is also used to reserve parks, pavilions, ballfield lights and other facilities that are the responsibility of the department.

With the opening of two new facilities in 2007, the Tumbleweed Recreation Center and the Veterans Oasis Environmental Education Center, an additional twenty-three (23) licenses, membership modules, and a pass printer will be necessary for the facility operations. An additional seven (7) licenses are included in this purchase to improve customer responsiveness to meet increased demand for services not only at the two new locations but also at all six (6) service sites. Included in these sites are the Tennis Center, Snedigar Recreation Center, Senior Center, Community Center, Community Services Administration, and Aquatics Administration.

Also included in the request is the purchase of three (3) Safari point of sale cash modules for use at the Environmental Education Center gift shop and the Tumbleweed Recreation Center guest services counter. The \$62,920 includes the purchase, installation and training on the related software and hardware to include cash drawers, receipt printers, membership photo cameras and ID card printers. The point of sale module has been used at the Tumbleweed Tennis Center since 2006.

8. EVALUATION PROCESS: Documentation has been acquired to verify that The Active Network is the developer and the only authorized distributor of the Safari software licenses. Based on this information, staff recommends the approval of this procurement.

9. FINANCIAL IMPLICATIONS: Funds for the requested purchase are available in the Tumbleweed Recreation Center account 420.4580.0000.6611.6PR048.

10. PROPOSED MOTION: Move to approve the sole source purchase of additional licenses, equipment, installation and training for the Safari System from The Active Network in an amount not to exceed \$62,920.

APPROVALS

11. Requesting Department

Sara Rathsack

Sara Rathsack, Recreation Superintendent

12. Department Head

Mark M. Eynatten

Mark M. Eynatten, Community Services Director

13. Procurement Officer

Carolee Stees

Carolee Stees, CPPB

14. City Manager

W. Mark Pentz

W. Mark Pentz