

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

DEPARTMENT: Parks & Recreation
AGENDA DATE: January 7, 2020
CONTACT PERSON/PHONE: Tracy Novak, Parks & Recreation Director (915) 212-1708
Bruce D. Collins, Director of Purchasing & Strategic Sourcing
(915) 212-1181
DISTRICT(S) AFFECTED: All Districts
STRATEGIC GOAL: NO. 4: Enhance El Paso's Quality of Life through Recreational, Cultural and Educational Environments

SUBJECT:

The award of Solicitation No. 2020-450R Water Parks Ticketing System to CivicPlus, LLC, for a three (3) year initial term estimated award of \$307,045.00. The award is to include a two (2) year optional amount of \$140,750.00 for a total five (5) year estimated award of \$447,795.00.

BACKGROUND / DISCUSSION:

The operation of the City's four regional water parks requires a Ticketing System (System) for sales of onsite and online admission tickets, facility reservations, customized reporting and any related professional services required to implement/train new users on the software ticketing, amenity rentals, and full park rentals. This is a fully online available software system with 24/7 availability to enhance access to a pleasurable outdoor recreation experience for the community.

The System will support industry open standard touch screen computers, bar code scanners, cash drawers, programmable keyboard or keypads, magnetic stripe readers, customer displays, mobile smart phones, tablets, and other peripheral hardware. The System will integrate with the City financial system for collection of all revenue, whether through cash or credit options. The System will provide full reporting on individual transactions with the ability to filter data for any water park or individual/group transactions.

SELECTION SUMMARY:

Solicitation was advertised on October 29, 2019 and November 5, 2019. The solicitation was posted on City website on October 29, 2019. The email (Purmail) notification was sent out on October 31, 2019. Item had a total number of thirty six (36) views online. Six (6) proposers were solicited; none (0) local vendors. Two (2) proposals were received, one (1) local vendor. An Inadequate Competition Survey was conducted.

PROTEST

☒ There was no protest received for this requirement.

☐ Protest received.

CONTRACT VARIANCE:

No previous contract.

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

Initial Term Estimated Award:	\$307,045.00 (3 years)
Option Estimated Award:	\$140,750.00 (2 years)
Total Estimated Award:	\$447,795.00 (5 years)
Account No.:	451-51245-580100-1000-P5125/P5126/P5127/P5128
	451-51245-522205-1000-P5125/P5126/P5127/P5128
	451-51245-533020-1000-P5125/P5126/P5127/P5128
Funding Source:	General Fund

BOARD / COMMISSION ACTION:

N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:

Tracy Novak, Parks & Recreation Director

**COUNCIL PROJECT FORM
(RFP)**

*******POSTING LANGUAGE BELOW*******

Please place the following item on the **CONSENT** agenda for the City Council Meeting of **January 7, 2020**.

Strategic Goal: No. 4 Enhance El Paso's Quality of Life through Recreational, Cultural and Educational Environments

This award will support the continuous effort to create innovative recreational, educational and cultural programs while delivering exceptional online and in person service when buying tickets for the different services the Water Parks will be providing to the community.

Award Summary:

The award of Solicitation No. 2020-450R Water Parks Ticketing System to CivicPlus, LLC, for a three (3) year initial term estimated award of \$307,045.00. The award is to include a two (2) year optional amount of \$140,750.00 for a total five (5) year estimated award of \$447,795.00.

Contract Variance:

No previous contract.

Department:	Parks & Recreation
Award to:	CivicPlus. LLC
	Manhattan, KS
Item(s):	All
Initial Term:	3 years
Option to Extend:	2 years
Initial Term Estimated Award:	\$307,045.00 (3 years)
Option Estimated Award:	\$140,750.00 (2 years)
Total Estimated Award:	\$447,795.00 (5 years)
Account No.:	451-51245-580100-1000-P5125/P5126/P5127/P5128
	451-51245-522205-1000-P5125/P5126/P5127/P5128
	451-51245-533020-1000-P5125/P5126/P5127/P5128
Funding Source:	General Fund
District(s):	All

This is a Request for Proposals, service contract.

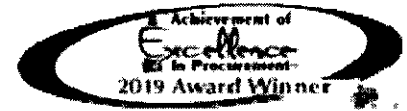
The Purchasing & Strategic Sourcing and Parks and Recreation Departments recommend award as indicated to CivicPlus, LLC, the highest ranked proposer based on evaluation factors established for this procurement.

In addition, it is requested that the City Attorney's Office review and that the City Manager be authorize to execute any related contract documents and agreements necessary to effectuate this award. In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

*******ADDITIONAL INFO BELOW*******



CITY OF EL PASO
REQUEST FOR PROPOSALS TABULATION FORM



Bid Opening Date: November 20, 2019

Solicitation #: 2020-450R

Project Name: Water Parks Ticketing System

Department: Parks & Recreation

BIDDER'S NAME:	LOCATION:	AMENDMENT(S) ACKNOWLEDGED:
CivicPlus, LLC	Manhattan, KS	Yes
Southwest Nexus Property Managers, LLC dba Neonticket.com	El Paso, TX	No
RFPs SOLICITED: 6 LOCAL RFPs SOLICITED: 0 RFPs RECEIVED: 2 LOCAL RFPs RECEIVED: 1 NO BIDS: 0		

NOTE: The information contained in this RFP tabulation is for information only and does not constitute actual award/execution of contract.

Approved: /s/

Date: 11/20/2019

2020-450R Water Parks Ticketing System

Committee Scoresheet			
City of El Paso Request for Proposals			
PROJECT:	2020-450R Water Parks Ticketing System		
	MAX POINTS	CivicPlus	NeonTicket
Factor A - Fee Proposal			
To be evaluated by Purchasing	35	35.00	13.93
Factor B - Software Specifications Requirements			
Refer to Attachment B	15	12.00	8.00
Factor C - Project Plan			
Refer to Appendix B	15	10.67	8.00
Factor D - Past Experience and References			
Refer to Attachment C	5	3.33	4.33
References	5	1.75	4.95
Factor E - Staffing Plan			
Refer to Attachment D	5	4.33	2.67
Factor F - Maintenance and Support Plan			
Refer to Attachment E	5	4.67	3.67
Factor G - Training Plan			
Offeror shall provide a detailed Training Plan. Training shall be provided for both front office and back office staff functions. Onsite, train-the-trainer, Learning Management System, or online guides preferred.	5	4.67	3.67
Factor H - Technical Demonstration			
Offeror will be required to provide a 60 minute demonstration of the proposed solution, highlighting features and functionality that meet the City's business requirements for both back-end and front-end users. Offeror will have about six (6) days to prepare this demonstration and present to the evaluation committee using: a video conference solution such as Skype Meeting, GoTo Meeting, Webex etc. Please ensure you provide URL and telephone conference bridge information during coordination. A notification will be sent to all responsive respondents with time and date of the presentation.	10	8.67	5.67
TOTAL SCORE	100	85.08	64.88
Rank			

2020-450R Bidder's List

1. Center Edge Software
Rick Smith
rsmith@centeredgesoftware.com
2. Gatemaster –
Tiffany Blair
tiffany@gatemaster.com
3. ActiveNetwork –
Remi Williamson
Remi.Williamson@activenetwork.com
4. Vermont Systems Inc. – Rec Trac
12 Market Place,
Essex Junction, Vermont 05452
sales@vermontsystems.com
5. CivicRec / CivicPlus®
302 South 4th Street, Suite 500
Manhattan, Kansas 66502
letsy@civicplus.com
6. Aluvii
3381 W Mayflower Ave.
Lehi, UT 84043
sales@aluvii.com