



# City of Smyrna

2800 King Street  
Smyrna, GA 30080  
www.smyrnacity.com

## Issue Sheet

File Number: 2019-320

**Agenda Date:** 9/16/2019

**Version:** 1

**Status:** Agenda Ready

**In Control:** City Council

**File Type:** Authorization

**Agenda Number:** D.

**WARD:** Ward : All

**COMMITTEE:** Parks and Recreation Committee

**\$ IMPACT:** See attached SOW

**Agenda Title:**

Approve the purchase of the CivicRec digital registration platform for use by the Parks and Recreation Department for an annual cost of \$26,746.22 plus one time implementation and training cost of \$25,900.00 for a total of \$52,646.22 and authorize the Mayor to execute any and all documents.

**ISSUE:** Approve the purchase of the CivicRec digital registration platform for use by the Parks and Recreation Department for an annual cost of \$26,746.22 plus one time implementation and training cost of \$25,900.00 for a total of \$52,646.22. Authorize the Mayor to execute any and all documents

**BACKGROUND:** The City Council recently approved the policy to pass along credit card cost to the customer. The current registration platform being used by the department would not perform that practice. The Parks and Recreation Department along with the Finance Department began researching platforms that would perform this practice. CivicRec will meet the new payment policies as well as save the city an estimated \$20,000 annually going forward. Our current annual cost for Active is \$45,000.00 and increasing annually. Civic Rec has proposed a fixed cost of \$26,746.22 annually. CivicRec is a subsidiary of CivicPlus. CivicPlus address is: 302 South 4th Street Suite 500, Manhattan, KS 66502. This is a proprietary digital platform. See attached Sole Source letter.

**RECOMMENDATION/REQUESTED ACTION:** Parks and Recreation and Purchasing have reviewed the proposal from CivicRec and agree that the platform will meet the standards required by the Council and recommend approval of the purchase of Civic Rec digital registration platform and the implementation and training for a total cost of \$52,646.22 and to authorize the Mayor to execute any related documents.