

CITY OF SMYRNA
PURCHASING DEPARTMENT
2800 KING STREET
SMYRNA, GEORGIA 30080
678-631-5406

TO: Richard Garland, Parks & Recreation Director
FROM: Kelly Brown, Purchasing Manager
DATE: September 11, 2019
SUBJECT: Recommendation – CivicRec software application

Parks and Recreation will be updating the activity registration software. The new software will allow us to pass on any credit card fees to the end user. CivicRec software is tailored specifically for government entities. CivicPlus, Inc. is the sole source provider of this Recreation Management System (CivicRec).

Supplier	Initial Cost	Annual Fee
CivicPlus	\$52,646.22	\$26,746.22

It is the recommendation of Purchasing and Parks & Recreation that the City award the updated registration software package to CivicPlus in the amount of \$52,646.22.

Please prepare any necessary paperwork to present to Mayor and Council for approval. Purchase Requisition should be requested following award.