



PARKS AND RECREATION MANAGEMENT SOFTWARE

RS-24-222

December, 10 2024

Background

2

- For the past 15+ years, the Parks and Recreation Department has been using the ActiveNet recreations management software system to process all programs registrations and facility reservation transactions
- An RFP was issued to solicit proposals for the Parks and Recreation management software
- Six responses were received

Background

3

Current Software Provider

- ❑ The current vendor ActiveNet failed to provide the necessary customer service and stability to meet the needs of the Parks and Recreation Department
- ❑ The transition to Vermont Systems RecTrac provides the capabilities and functionality to expand to meet the needs of the Parks and Recreation Department

Background

4

- ❑ Vermont Systems, Inc. was chosen to the software system and support services.
 - 30 years of experience with parks and recreation departments
 - Allows more flexibility to expand, including ticketing and reporting capabilities
 - Full test database for inputting information
 - Off-site support provided during implementation; on-site support available for final setup

Background

5

This is a 3-year agreement that includes the implementation and deployment of the software which consist of system integration, data migration, and training.

Year 1 Costs	
Onetime - Application Software Ad-Ons	\$1,000
Onetime - Training and Expense	\$11,750
Services (recurring) Prorated Year 1	\$25,500
	Total Year 1
Year 2 Costs	\$38,250
	\$26,775
Year 3 Costs	
	\$28,114

Recommendation

6

- Staff recommends that the City Council approve the contract with Vermont Systems Inc (RecTrac) in the amount of \$93,139 and that the City Manager or designee be expressly authorized to execute any and all change orders within the amounts set by state and local law