



Legislation Text

File #: 20-2421, Version: 1

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 27, 2021

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize (1) an acquisition contract for the purchase and implementation of a golf course pro shop point of sale software system for the Park & Recreation Department in the amount of \$49,790; and (2) a five-year service contract for maintenance and support of a golf course pro shop point of sale software system for the Park & Recreation Department in the amount of \$145,600 - Pro-Shopkeeper Computer Software Co., Inc. dba Club Prophet Systems, most advantageous proposer of six - Total not to exceed \$195,390 - Financing: Golf Improvement Trust Fund (subject to annual appropriations)

BACKGROUND

This action does not encumber funds; the purpose of a service contract is to establish firm pricing for services, for a specific term, which are ordered on an as-needed basis.

These contracts will allow for the acquisition, implementation, and maintenance of a golf course pro shop point of sale software system. This software will be used by the City's golf pro concessionaires at the City's six golf courses to capture all revenue transactions, such as green fees, cart rental fees, and pro shop sales, from point of purchase through export to the golf pros' third-party gateway services. The system will also capture business process transactions generated by their organizations. In addition to cash register type functions, the system provides an electronic tee sheet for accurate and efficient booking of tee times and management of customer accounts. The system also provides accounting, purchasing, receiving, and inventory control functions. It will afford golf pros confidential oversight of their financial and business operations and provide the City with oversight and auditing capability of all point of purchase transactions. The system also provides valuable reporting capabilities for both the golf pro concessionaires and the City.

Maintenance under this service contract includes technical support and upgrades to current releases of software and patches.

This upgrade will aid the City's golf pro concessionaires to effectively manage the golf course operations as required. Also, the City will not have an immediate means of monitoring financial and business operations of the City's golf pro concessionaires.

A six-member committee from the following departments reviewed and evaluated the qualifications:

- Department of Information and Technology Services (2)
- Park & Recreation Department (2)
- Office of Economic Development Business Workforce and Inclusion Division (1)*
- Office of Procurement Services (1)*

*The Office of Procurement Services evaluated cost and the Office of Economic Development Business Workforce and Inclusion Division evaluated the Business Inclusion and Development Policy.

The committee selected the successful respondent on the basis of demonstrated competence and qualifications under the following criteria:

- Cost to the City 30 points
- Capabilities and support 20 points
- Functional match to requirements 20 points
- Technical match to requirements 15 points
- Business Inclusion and Development Policy 15 points

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out email notifications to vendors registered under relevant commodity codes. To further increase competition, the Office of Procurement Services uses historical solicitation information, the Internet, and vendor contract information obtained from user departments to contact additional vendors.

On November 10, 2015, the City Council authorized a living wage policy that requires contractors to pay their employees a "living wage" rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$12.38; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On April 9, 2014, City Council authorized a software license agreement for a vendor hosted golf course pro shop point of sale software system for Park and Recreation; and a five-year service contract for maintenance and support with Pro-Shopkeeper Computer Software Co., Inc. dba Club Prophet Systems by Resolution No. 14-0587.

On November 19, 2020, the Park and Recreation Board authorized an acquisition contract and a five-year service contract with Pro-Shopkeeper Computer Software Co., Inc. dba Club Prophet Systems.

On December 10, 2020, the Park and Recreation Board authorized an acquisition contract for the purchase and implementation of a golf course pro shop point of sale software system and a five-year service contract for maintenance and support of a golf course pro shop point of sale software system with Pro-Shopkeeper Computer Software Co., Inc. dba Club Prophet Systems.

FISCAL INFORMATION

Fund	FY 2021	FY 2022	Future Years
Golf Improvement Trust Fund	\$20,000.00	\$25,390.00	\$150,000.00

M/WBE INFORMATION

In accordance with the City's Business Inclusion and Development Plan adopted on September 23, 2020 by Resolution No. 20-1430, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$195,390.00	Other Services	N/A	N/A	N/A
• M/WBE goal waived due to no M/WBE availability				
• Pro-Shopkeeper Computer Software Co., Inc. dba Club Prophet Systems - Non-Local; Workforce 0.00% Local				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Request for Competitive Sealed Proposal	<ul style="list-style-type: none"> • Utilized for high technology procurements, insurance procurements, and other goods and services • Recommended offeror whose proposal is most advantageous to the City, considering the relative importance of price, and other evaluation factors stated in the specifications • Always involves a team evaluation • Allows for negotiation on contract terms, including price
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The Office of Procurement Services received the following proposals from solicitation number BXZ19-00009715. We opened them on March 7, 2019. We recommend the City Council award these contracts in their entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>	<u>Amount</u>
*Pro-Shopkeeper Computer Software Co., Inc. dba Club Prophet Systems	536 Pittsburgh St. Springdale, PA 15144	70.84	\$195,390.00

Teesnap, LLC	1201 North Town Center Dr. Las Vegas, NV 89144	57.50	\$145,520.00
Golf Complete, Inc. dba Fore-Up Golf Software	387 South 520 W Lindon, UT 84042	55.09	\$199,900.00
Golf Business Solutions Dba Golf Now, LLC.	7580 Golf Channel Dr. Orlando, FL 32819	56.54	\$245,400.00
Kaiden Bretal Tech, Inc.	130 North Preston Rd. Prosper, TX 75078	51.28	\$579,384.00

OWNER

~~Pro-Shopkeeper Computer Software Co., Inc. dba Club Prophet Systems~~

~~Thomas P. Robshaw, President~~
~~Cory Rupert, Vice President~~