



REQUEST FOR CITY COUNCIL ACTION

MEETING DATE:

12/1

DEPARTMENT:

Finance

DIVISION:

Purchasing

- Motion
- Resolution
- Ordinance - Introduction
- Ordinance - Adoption
- Public Hearing

TITLE:

Request for Proposal (RFP): Ticketing Services

SUMMARY RECOMMENDATION:

Authorize the City Administrator to negotiate and execute a one-year contract with the option to renew for four additional one-year periods, one period at a time, depending on the appropriation of funds and satisfactory performance for subscription and implementation services of the Box Office Ticketing Software solution to:

Vendini, Inc. Toronto, Ontario, Canada

(Parks & Recreation - RFP #2019-20000112) (Debbie Wendt)

REPORT:

On October 17, 2007, City Council approved a contract with TICKETSage for subscription and implementation services of the Box Office Ticketing Software solution. Since that time City staff has utilized TICKETSage to sell tickets for multiple venues and events hosted at Desert Sun Stadium, Yuma Art Center, Historic Yuma Theatre, Yuma Civic Center, and other locations requested by customers. Tickets are sold for single events and season events with general and reserved seating formats, for both single and multiple venues.

Due to the installation of new computers and upgrades of software solutions used by the City of Yuma it has become necessary to upgrade the hardware used to process transactions in TICKETSage.

The approximate ticket sales for the combined venues for the current year are 20,943 at a total amount of \$378,640. A one-time fee of \$11,000.00 will be expended the first year to purchase hardware: printers, barcode scanners, credit card readers and charger stations. No annual maintenance fees will be incurred. The cost for support of software will be assessed to each customer transaction based on the amount of each sale.

An RFP process was initiated to obtain proposals from qualified firms to implement Ticketing Services for the City's Arts and Culture and Civic Center Divisions. The City received proposals from seven firms. The evaluation committee reviewed and rated the proposals received. The evaluation team reviewed the criteria carefully so as not to exclude any qualified ticketing service providers.

After careful review of the proposals received, staff requests City Council authorization to execute a contract for ticketing services as indicated above.

FISCAL REQUIREMENTS	CITY FUNDS: \$11,000.00	BUDGETED: \$10,836.00
	STATE FUNDS: \$0.00	AVAILABLE TO TRANSFER: \$0.00
	FEDERAL FUNDS: \$0.00	IN CONTINGENCY: \$0.00
	OTHER SOURCES: \$0.00 \$0.00 \$0.00	FUNDING FOR THIS ITEM IS FOUND IN THE FOLLOWING ACCOUNT / FUND / CIP:
	TOTAL: \$11,000.00	
	FISCAL IMPACT STATEMENT:	
ADDITIONAL INFORMATION	SUPPORTING INFORMATION NOT ATTACHED TO THE CITY COUNCIL ACTION FORM THAT IS ON FILE IN THE OFFICE OF THE CITY CLERK: 1. 2. 3. 4. 5.	
	IF CITY COUNCIL ACTION INCLUDES A CONTRACT, LEASE OR AGREEMENT, WHO WILL BE RESPONSIBLE FOR ROUTING THE DOCUMENT FOR SIGNATURE AFTER CITY COUNCIL APPROVAL? <input checked="" type="radio"/> Department <input type="radio"/> City Clerk's Office <input type="checkbox"/> Document to be recorded <input type="checkbox"/> Document to be codified	
SIGNATURES	CITY ADMINISTRATOR: Philip A. Rodriguez	DATE: 12/11/2019
	REVIEWED BY CITY ATTORNEY: Richard W. Files	DATE: 12/10/2019
	RECOMMENDED BY (DEPT/DIV HEAD): Lisa Marlin	DATE: 12/2/2019
	WRITTEN/SUBMITTED BY: Melinda G. Holmes / Robin R. Wilson	DATE: 12/2/2019