

APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH REC TECHNOLOGIES INC. TO PROVIDE A RECREATION MANAGEMENT SOFTWARE



BACKGROUND

- Current System: ACTIVE Network (since 2014)
 - Manages registrations, memberships, facility reservations, scheduling, and reporting
- Identified Areas for Improvement
 - Modernize and improve user experience
 - Easier navigation and program discovery
 - Greater flexibility to customize public interface
 - Simplify facility reservation process
 - Allow guest checkout options for one-time users
 - Need for responsive, collaborative customer support
 - Desire for pricing model that scales with success, not by usage



DISCUSSION

On August 11, 2025, the City issued RFP 25-005 seeking proposals from companies that offer recreation management software to identify the most effective and efficient software



DISCUSSION

- 13 proposals received
- Evaluated on needs, experience, cost competitiveness, and compliance
- Pricing models vary significantly across vendors
- Two vendors invited for demonstrations: Rec Technologies Inc. and Xplor Recreation
- **Rec Technologies Inc. ranked highest overall**



DISCUSSION

- Current Model – ACTIVE Network
 - Revenue-share structure: City pays a percentage of each transaction as a service fee / FY 2024–25 total cost: ≈ \$127,000
 - Costs increase as participation grows
- Proposed Model – Rec Technologies
 - Flat-fee structure: Improves cost predictability and budget management
 - Implementation fee: \$16,000 (project launch, Nov 2025)
 - Annual service fee: \$29,500 (beginning July 2026 and renewal in 2027)
 - Total contract cost: \$75,000

CONCLUSION

Based on its proposal and software demonstration, Rec Technologies Inc. was identified as the most qualified bidder

If the City Council authorizes staff to award the contract to Rec Technologies Inc., staff will begin the software transition with an anticipated “go-live” in August 2026

