



# City of Austin

## Recommendation for Action

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**File #:** 26-1081, **Agenda Item #:** 23.

2/26/2026

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### **Posting Language**

Authorize a contract for a recreation management software system for Austin Parks and Recreation with RecTrac, LLC d/b/a Vermont Systems, for an initial term of two years with up to four two-year extension options in an amount not to exceed \$2,000,000. Funding: \$133,140 is available in the Operating Budget of Austin Parks and Recreation. Funding for the remaining contract term is contingent upon available funding in future budgets.

### **Lead Department**

Austin Financial Services.

### **Client Department(s)**

Austin Parks and Recreation.

### **Fiscal Note**

Funding in the amount of \$133,140 is available in the Fiscal Year 2025-2026 Operating Budget of Austin Parks and Recreation.

Funding for the remaining contract term is contingent upon available funding in future budgets.

### **Procurement Language:**

Austin Financial Services issued a Request for Proposals solicitation RFP 8600 GAZ3028 for these services. The solicitation was issued on September 16, 2024, and closed on October 31, 2024. Of the eight offers received, the recommended contractor submitted the best evaluated responsive offer. A complete solicitation package, including a log of offers received, is available for viewing on the City's website. This information can currently be found at [https://financeonline.austintexas.gov/afo/account\\_services/solicitation/solicitation\\_details.cfm?sid=141578](https://financeonline.austintexas.gov/afo/account_services/solicitation/solicitation_details.cfm?sid=141578).

### **MBE/WBE:**

This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9B (Minority-Owned and Women-Owned Business Enterprise Procurement Program). For the goods and services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established.

### **For More Information:**

Direct questions regarding this Recommendation for Council Action to the Austin Financial Services - Central Procurement at [FSDCentralProcurementRCAs@austintexas.gov](mailto:FSDCentralProcurementRCAs@austintexas.gov) or 512-974-2500. Respondents to the solicitation and their Agents should direct all questions to the Authorized Contact Person identified in the solicitation.

### **Additional Backup Information:**

The contract will provide software licenses, maintenance, and support for the recreation management software system. Austin Parks and Recreation (APR) oversees 355 parks and manages over 20,000 acres of parkland

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and 107 buildings and facilities. APR uses the recreation management software system to manage all program registration, facility and campsite reservations, equipment rentals, golf tee time reservations, point-of-sale purchases, pass management, visit tracking, and related services, processing over \$29 million in revenue annually. APR also uses the system to report performance measures data and make business planning decisions. The recreation management software system is critical for APR to meet service demands, provide quality customer service, and manage data on revenue and participant performance measures. The system manages customer accounts, records program, participant, and revenue data, and other relevant data about APR programs and participants, which is critical for understanding the community's needs and where the City's resources in parks programming are most needed.

This contract will replace an existing contract, which expires on November 2, 2027. The existing contract no longer meets the needs of the City so services provided under the existing contract will be moved to this new contract and only paid for under the new one. Estimates are based on current department operation levels. The recommended contractor is the current provider for these services.

An evaluation team with expertise in this area evaluated the offers and scored RecTrac, LLC d/b/a Vermont Systems as the best to provide these services based on product solution and approach, prior experience and references, price, local business presence, and small business presence.

This request allows for the development of a contract with a qualified offeror selected by Council. If the City is unsuccessful in negotiating a satisfactory agreement with the selected offeror, negotiations with that provider will cease. Staff will return to Council so that another qualified offeror may be selected and new contract negotiations authorized.

If the contract is not approved, APR may not have sufficient resources to manage the City parks and recreation system effectively.

**Contract Details:**

<b>Contract Term</b>	<b>Length of Term</b>	<b>Contract Authorization</b>
Initial Term	2 years	\$324,000
Optional Extension 1	2 years	\$358,000
Optional Extension 2	2 years	\$395,000
Optional Extension 3	2 years	\$439,000
Optional Extension 4	2 years	\$484,000
<b>Total</b>	<b>10 years</b>	<b>\$2,000,000</b>

**Note:** Contract Authorization amounts are based on the City's estimated annual usage.