



FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT NUMBER F001345 WITH PERFECTMIND INC.

City Council Meeting
July 12, 2022

Jason Parrish, Administrative Services Officer
Recreation and Parks

Perfect Mind – Recreation Management

- In 2016, an RFP was conducted to replace and update technology for the recreation management system. Perfectmind, Inc. was determined as the most qualified responder and the City Council awarded a \$370,240 contract on February 7, 2017 with full activation on February 2, 2018.
- The Perfectmind, Inc. platform is used on an annual basis to register approximately 22,000 participants for classes, book 9,000 facility rental reservations, sell 90,000 admission tickets at Howarth Park and process over \$3,500,000 in General Fund revenue.

Perfect Mind Contract Renewal

- This item seeks to extend the term of the current recreation management software contract with Perfectmind, Inc. by an additional five years, from 2022 through 2027. This extension totals \$341,100, which \$68,220 annually over the five years, and conforms to the terms of service approved by the City Council as part of the original Perfectmind, Inc. professional services agreement in 2017.
- Annual software licensing costs of \$68,220 will be offset by the \$58,350 currently budgeted for the Perfectmind, Inc. system. The cost difference is anticipated from existing budgeted resources with no additional net increase to the General Fund.

Recommendation

RECOMMENDATION: It is recommended by the Recreation and Parks Department that the Council, by resolution, approve a First Amendment to Professional Services Agreement Number F001345 with Perfectmind Inc., British Columbia, for recreation management software to extend the contract for an additional five (5) years and increasing compensation by \$341,000, for a total contract amount not to exceed \$711,340.

Questions?