

**REQUEST FOR PROPOSALS
REGISTRATION MANAGEMENT SOFTWARE
IMPLEMENTATION AND TRAINING
FOR THE CITY OF STOCKTON, CALIFORNIA
(PUR 15-034)**

POSTED 4/07/16

Please Note: A Word version of the matrix from page 12 can be found under Plans, Attachments & Agendas at:

<http://www.stocktongov.com/bidflash>

**THE FOLLOWING SET OF QUESTIONS WERE RECEIVED BY THE CITY.
Answers are in blue.**

**From: Saeid Safarmehdi [<mailto:saeid.safarmehdi@perfectmind.com>]
Sent: Monday, March 28, 2016 8:47 AM**

We have some questions we'd like answered to complete the RFP response and to provide the best possible price for the City of Stockton.

1. What is your last fiscal year revenue?
The revenue for the Recreation Department for the 2014-2015 fiscal year was \$1,255,909.36.

2. What is the revenue broken down by facility?
This information is for the 2015-2016 fiscal year (through March) and is also inclusive of POS. The centers are inclusive of both rentals and activities/classes. Van Buskirk includes rentals, sports and activities/classes.
 - Civic \$94,001.75
 - Arnold Rue \$172,293.26
 - Louis Park \$9873.00
 - Oak Park Senior Center \$62,016.38
 - Pixie Woods \$62,941.50
 - Stockton Soccer Complex \$11,716.00
 - Stribley \$68,026.98
 - Van BusKirk \$239,725.45
 - Seifert \$12,268.25
 - City Hall Annex \$230,181.88

3. What is the revenue broken down by point of sale per facility?
This information was for the 2015-2016 fiscal year (through March).
 - **Arnold Rue \$1518.00**
 - **Louis Park \$9873.00**
 - **Oak Park Senior Center \$24.00**
 - **Pixie Woods \$62,941.50**
 - **Stockton Soccer Complex \$9816.00**
 - **Stribley Community Center \$867.00**
 - **Van Buskirk \$5351.00**
 - **Sports \$22,347**
 - **Seifert \$0**
 - **City Hall Annex \$3721.00**

4. What is the number of active members per facility? Users?
Approximately 20,000 per month at VB and Rue, Sports / Field Rentals at least 30,000. Up to 8,000-10,000 per month at the other sites

5. Do you receive any subsidies/grants?
None

6. What is the number of part time and full time staff?
Part Time: Approximately 50-70. Full Time: 20

7. What is the number of active customers?
Please see question 4 above.

8. What is the number of facilities?
 - **Community Centers 4,**
 - **Senior Center 1 (high school joint use 2, elementary school joint use 1), Soccer Complex 2 (9 field & 4 field),**
 - **Four field softball complex**
 - **An amusement site,**
 - **Civic Center**
 - **Seven aquatics facilities (two are closed and not useable at this time-McKinley and Victory park)**

9. What is the number of parks?
66 parks- Although we use the Parks, they do not fall under our section. They are with the Parks department.

10. What is the number of camp sites?
No camp sites

From: Michelle Berthiaume [mailto:MichelleB@VermontSystems.com]
Sent: Tuesday, March 29, 2016 12:52 PM

Good Afternoon,

We are in receipt of the RFP for Recreation Management Software and have some questions before proceeding with a response.

1. Financial Statements - it is our standard policy not to provide financial statements to prospective clients. We have a number of assurances to provide proving our financial stability (ie., no debt, profitable every year since start of business in 1985, high D&B rating, etc.). Would the lack of statements in our response automatically disqualify our response?
If your firm is among those who are short listed then the Financial Statement will be required at that time.
2. What is the City's timeline with regards to implementation and being live with new recreation software? Due to the influx of Class software replacements and RFP's, we are unable to guarantee dates until we have a signed agreement. Scheduling is done at that time and dependent on availability of trainers. Is the City flexible with their timeline, or do they expect installation to be complete by a known date at this time?
The City is flexible with the timeline.
3. Will software demonstrations be required prior to a decision? If so, are WebEx demonstrations acceptable?
Yes, we want to have software demo's prior to decisions. WebEx demo's will be allowable
4. How many concurrent staff users will be accessing the software?
Concurrent staff users: 15-20
5. Is an SQL database required? Would a system utilizing another database (embedded Progress database for example), automatically be disqualified? If yes, but a hosted system was proposed instead, would that be acceptable?
If proposing an on premise solution, then Microsoft SQL databases would be required. If the solution is hosted and support for the database is provided from the hosting company, then the database architecture that best meets the needs of the solution would be acceptable. Currently we have one site connected by fiber, and 5 remote locations connected by T1 lines.

Posted 3/24/16

1. **Communication** – please send your communication via email.

2. **Questions** – the last day to make inquiries is March 31, 2016.
3. **Answers** – clarifications and answers will be posted by April 7, 2016.
4. **Proposals due** promptly by 2:00 pm, Thursday, April 14, 2016, City Clerk's Office.