



# City Council Report

**Date:** December 9, 2019  
**To:** City Council  
**Through:** Michael Kennington, Deputy City Manager/Chief Financial Officer  
**From:** Edward Quedens, Business Services Director  
Matt Bauer, Procurement Administrator  
**Subject:** One-Year Renewal with Four Years of Renewal Options to the Term Contract for a Hosted Event Booking Solution for the Arts & Culture Department (Citywide)

## Recommendation

Council is requested to approve the contract renewal as recommended.

The Arts and Culture Department and Purchasing recommend authorizing the renewal with Ungerboeck Systems International, Inc., at \$60,000 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

## Background / Discussion

This contract provides an ongoing annual software subscription to use the hosted system for booking events.

In order to perform their mission of providing entertainment performances and making rental spaces available to individuals and organizations, the Mesa Arts Center (MAC) negotiates agreements with outside organizations, maintains calendars with reservations for various spaces, schedules work for City employees, rents equipment, purchases expendable supplies and employs contract labor. All of these must be tracked with enough flexibility to allow for expansion/contraction of the engagements, schedule changes and cancellations.

In 2015, the City implemented a hosted event booking solution for integrated scheduling, booking, contract negotiation, financial management and closeout functions for the MAC. This hosted subscription is widely used internationally and is specifically designed to support planning, negotiation and management of performance and event venues.

## Purchase Information

Action: Renewal (1<sup>st</sup> of 5 possible)  
Procurement Type: Request for Proposals  
Contract Number: 2014004  
Original Council Award Date: 3/23/2015  
Initial Contract Term: Five years  
Possible Renewals: Four years of renewal options subject to Administrative review and approval  
Funding Source: Ongoing annual software subscription is funded in the Information Technology operating budget