



County of San Mateo

Inter-Departmental Correspondence

Department: PARKS

File #: 20-432

Board Meeting Date: 6/23/2020

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Nicholas J. Calderon, Parks Director

Subject: Fourth Amendment to the Agreement with Rev'd Up, Inc. for the Itinio Reservation Management Software and Services

RECOMMENDATION:

Adopt a resolution authorizing:

- A) The President of the Board of Supervisors to execute a fourth amendment to the agreement with Rev'd Up, Inc. for the Itinio reservation management software and services, to increase the contract amount by \$18,960, for a new total not-to-exceed amount of \$118,960, and to extend the term of the agreement for one additional year through June 30, 2021; and
- B) The Parks Director, or his designee, to execute further amendments to the agreement with Rev'd Up, Inc. to modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the agreement's terms and/or services, so long as any modified term(s) and/or services is/are within the current or revised fiscal provisions.

BACKGROUND:

On or about June 10, 2015, the Parks Department ("Department") commenced a competitive bid process to identify the best value central reservation and point of sale system for the County's park system. As a result of this effort, on July 20, 2015, the Department entered into an agreement with Rev'd Up, Inc. ("Rev'd Up") for the Itinio reservation management software and services. The agreement had a not-to-exceed contract amount of \$80,000.

On or about October 1, 2018, the Department and Rev'd Up executed the first amendment to the agreement to increase the contract's not-to-exceed amount to \$85,000, and to extend the term of the agreement through July 18, 2019.

On or about July 18, 2019, the Department and Rev'd Up executed the second amendment to the agreement to increase the total contract amount to \$100,000, and to extend the term of the agreement through May 31, 2020. Through the second amendment, the parties also agreed to add

additional programming services to the scope of work to enhance the central reservation system. On or about May 28, 2020, the Department and Rev'd Up executed the third amendment to the agreement to extend the term of the agreement through June 30, 2020.

DISCUSSION:

The agreement as amended with Rev'd Up currently has a not-to-exceed amount of \$100,000. Given that there are no start-up costs associated with the continuation of use of the Itinio reservation management software and services, and that Rev'd Up has tailored its software over years to better meet the needs of park patrons, the Department concluded that extending its agreement with Rev'd Up through June 30, 2021, at an additional cost of \$18,960, would continue to provide the best overall value to the County while also providing County park visitors with a consistent online park reservation experience.

Consistent with County policy, the Department will seek updated proposals for a web-based and cloud hosted central reservations and point of sale system in FY 2020-21.

County Counsel has reviewed and approved the resolution and fourth amendment as to form.

FISCAL IMPACT:

Sufficient appropriations are included in the Department's FY 2020-21 Recommended Budget and will be included in the Department's FY 2020-21 Adopted Budget for this purpose.