



CITY OF TARPON SPRINGS, FL

Procurement Services

324 East Pine Street
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Fax (727) 937-1766

MEMORANDUM

TO: Honorable Mayor and Board of Commissioners
Thru: Janina Lewis, CPPO, CPP-NIGP, Procurement Services Director *jl*
FROM: Anela Saday, CPPB, Senior Procurement Analyst *AS*
DATE: 8/09/2022
SUBJECT: Award File No. 220123-B-AS, Point-Of-Sale (POS) System, Software, Installation, and Related Services

RECOMMENDATION:

Award File No. 220123-B-AS, Point-Of-Sale (POS) System, Software, Installation, and Related Services to Club Prophet LLC., in the estimated total amount not to exceed \$28,800, through August 2025, for the Public Services Department – Tarpon Springs Golf Course (Golf Course).

BACKGROUND:

The purpose of this contract is to provide the Golf Course with a POS system, software, website maintenance, online tee sheet, and 24-hour technical support which are vital to its daily operations. One (1) bid was received. A single bid analysis was performed; 246 vendors were invited to participate, and five (5) plan holders downloaded the bid. Plan holders who did not submit a bid were contacted. Those that responded, said they supply large volume and/or serve multiple locations, and could not offer competitive pricing for only three (3) terminals. The sole bid from Club Prophet met all minimum requirements and staff deemed the pricing to be fair and reasonable based on historical pricing paid by the City for these services (see the attached memo). This contract term is for a three (3) year period, effective from the date of award. This contract also has two (2) eligible annual renewals.

FUNDING: 407-4902-572-4400 - Contract Services, Golf Course

Accepted by: _____ Attest: _____
City Manager City Clerk



Public Services Department

Paul Smith
Public Services Director

Memorandum

Date: July 29, 2022

To: Janina Lewis, Procurement Services Director

Through: Paul Smith, Public Services Director
Howard Hunt, Golf Course Manager



Thomas Kiger
PS Asst Director

From: Howard Hunt, Golf Course Manager

Subject: Award Bid No. 220123- B-S, Golf Course Point of Sale System

Recommendation

Award Bid No.220123-B-S, from, Club Prophet LLC, the lowest responsive bidder, for the Golf Course Point of Sale System. Purchases will be in the total estimated amount of \$28,800.00 over three years.

Background

The Point of Sale System is vital to the daily operation of the golf course. Club Prophet LLC has been providing the Point of Sale System Software, Website maintenance, Online Tee Sheet and 24 hour Technical Support for the past 15 years.

A bidding process was completed by the Procurement Department in order to obtain the best pricing. One (1) bid was received and evaluated. This bid received met the requirements of the bid specifications.

Funding

Funds have been budgeted in the Contract Services fund, Golf Course account 407-4902-572-4400.



Tabulation of Submittals

For

Bid No. 220123-B-AS

Point-Of-Sale System Software, Installation, and Related Services
for Tarpon Springs Golf Course

Tuesday, July 12, 2022 @ 3:00 p.m.

Company	Amount
Club Prophet LLC Cheswick, Pennsylvania	\$28,800.00

Broadcast: 246 Planholders: 05 Responses: 01

Bids from the companies listed herein are the only bids received timely as of the above opening date and time. All other bids submitted in response to this Bid, if any, are hereby rejected as late.