



FINANCIAL & ADMINISTRATIVE SERVICES

**DATE:** September 22, 2021

**TO:** Chris Wilson, Interim City Manager

**FROM:** Carol Pyrtle, Contracts Analyst

**DEPARTMENT:** Financial & Administrative Services  
Procurement Services Division

**SUBJECT:** Requesting approval to execute contract number 2021-10935 for Sports Officiating for the Parks & Recreation Department.

**Solicitation:**

The Parks & Recreation Department requested a contract to provide sports officiating services. Procurement Services conducted Event 10291 to secure a contract for this service. There was two responsive proposals. A matrix was used to score the event and It's Official LLC. was selected as the best value to provide a portion of the various events proposed for this service. This contract is being split between two officiating companies based on capabilities and the best interest of the City.

**Recommendation:**

The Procurement Services Division concurs with the recommendation of the Parks & Recreation Department to approve this contract with Integrity Sports, Inc.

**Outreach:**

- There were 789 vendors solicited through GePS.
- There were no M/WBE vendors for this service per the M/WBE office.
- It's Official LLC is not a registered HUB vendor.

**Financial information:**

- Encumbrances will be applied to various Parks & Recreation accounts on an "as needed" basis
- Contract Term: November 1, 2021 through October 31, 2024
- FY22
- Estimated annual contract value: \$150,120.00
- Estimated lifetime contract award amount: \$450,360.00

Attachment