



MEMORANDUM

OCPPA Agenda
Item No. PPA. C
3/25/2025

The City of OKLAHOMA CITY

TO: Chairman and Trustees of the Oklahoma City Public Property Authority

FROM: Craig Freeman, City Manager/General Manager, OCPPA

Renewal No. 1 of the Software as a Service and Professional Services Agreement with the Oklahoma City Municipal Facilities Authority and PerfectMind, Inc., to provide software and services for the Parks and Recreation Registration Management System, estimated annual cost of \$19,490, retroactive to December 21, 2024 through December 20, 2025.

Background:

On December 21, 2021, the OCMFA (Item No. MFA.E) and OCPPA (Item No. PPA.B) approved a Software as a Service and Professional Services Agreement with PerfectMind Inc., to provide software and services for the implementation of a new Parks and Recreation Registration Management System replacement and related services.

The original term of the agreement was for three (3) years with the option for three (3) successive one-year renewals. The initial year and implementation of the platform was funded through OCPPA and subsequent annual platform fees and other professional services funded through OCMFA. This renewal represents the first renewal for year 4 of the agreement.

Staff has notified the vendor that the City wishes to renew the Master Services Agreement under the same terms and conditions, including price, as previously awarded. The vendor has sent a letter agreeing to the renewal.

Estimated Cost:

\$14,490.00 – Platform Use Fee (license)

\$5,000.00 – Estimated Cost for additional Professional Services

\$19,490.00

Term:

Retroactive to December 21, 2024 through December 20, 2025

Source of Funds:

3009-2502014-52010058

IT Projects>OCMFA>IT Ent General Systems > IT Licenses/Subscriptions/Agreements

Review:

Information Technology

Recommendation: Agreement be renewed.