



CITY OF WAUKESHA

Administration

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Committee: Parks, Recreation and Forestry/ITB	Date: 6/21/2021 ITB – 6/22/2021
Common Council Item Number: ID#21-2416	Common Council Meeting Date: 7/6/2021
Submitted By: Ron Grall WPRF Director and Mona Bauer, CASM	City Administrator Approval: Kevin Lahner, City Administrator KL
Finance Department Review: Bridget Souffrant, Finance Director BS	City Attorney’s Office Review: Brian Running, City Attorney BR
Subject: New Registration Software to replace current MaxGalaxy Software (with Sunset Date of Oct. 12)	

Details:

After a RFP and demo process, the selection committee (made up of representatives from Finance, IT, and PR staff) is recommending the acceptance of the proposal, contract, and schedule for Active.net. Active.net will provide both external and internal customers with access on availability of classes and facilities, easy communication with staff and online access. It will help in possibly consolidating some other software such as Textcaster. Active.net seemed to be able to most of what we were asking it to do. They are also aware of the sunset deadline of October 12 of the MaxGalaxy Software.

Options & Alternatives:

Five proposals were received. The selection committee demoed and interviewed all five. A unanimous “vote” for Active was cast by all who saw the demo.

Financial Remarks: The Financial Schedule is within the budgeted amount of \$92,000 in 5390.68190.

Executive Recommendation: Staff is recommending approval of the contract and Financial Schedule with Active.net, pending Attorney’s review.

