


# TOWN OF VIENNA

# Request For Waiver

Dept	Date	Dept Head Signature	Proposed Vendor	Amount
IT	06/16/2022	<small>DocuSigned by:</small>  06/16/22   6:22 AM PDT <small>B34F6CFD88584F4...</small>	VERMONT SYSTEMS	\$ 18,893.65

A Request For Waiver is required by the Town's Procurement Policies and Procedures. Check the box below that best applies.

<b>Sole Source/Proprietary</b>	<input checked="" type="checkbox"/>	<b>Emergency Procurement</b>	<input type="checkbox"/>	<b>Waive Purchase Procedures</b>	<input checked="" type="checkbox"/>
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**CHECK JUSTIFICATION(S) BELOW THAT APPLY TO THE PROPOSED PURCHASE AND SUPPLY DOCUMENTATION/EXPLANATION AS REQUIRED**

- 1. Commodity/Service is from the original manufacturer or provider. There are no other distributors. (Findings must be documented below or attached)
- 2. The product is an integral part of existing equipment. Other brands not interchangeable. (State manufacturer and model number of existing equipment below.)
- 3. Only known product that meets the specialized needs of the department to bring about continuity of results. (Explain in detail below or attached)
- 4. Staff has had extensive training and/or experience with the product. Purchase of other than proposed product would incur substantial cost in re-training. (Explain in detail below or attached)
- 5. Purchase of this item/service is of an urgent nature because it is essential to public health & safety. (Describe in detail below)
- 6. Unable to obtain 3 or more quotes for item/service (Explain in detail below or attached)
- 7. Competitive negotiation (or quotes) is either not practicable or not fiscally advantageous, as described below.
- 8. Confirming Purchase Order (Explain reason for expenditure without issuance of PO below)

**Explanation:**

The following approval is for the annual maintenance and support for Vermont Systems RECTRAC/WebTRAC application for Parks and Rec. The application can only be supported by Vermont systems who completed installation and services for the application.

Reviewed by: DocuSigned by: Gerald W. Amacker Date: 06/16/22 | 9:59 AM EDT 283B0CC9025F4A7...  
 Purchasing Agent

Reviewed by: DocuSigned by: Steven D. Briglia Date: 06/16/22 | 4:56 PM EDT  
 Town Attorney CE5D988EBB494F1...

Reviewed and Approved by: DocuSigned by: Marion Surfass Date: 06/16/22 | 10:05 AM EDT  
 Finance Director D80B88B20E7D492...

Reviewed and Approved by: DocuSigned by: Mercury Payton Date: 06/17/22 | 8:53 AM EDT  
 Town Manager 5BF6A83E2009459...





Recreation & Parks Software

# Invoice

**RecTrac, LLC**

dba Vermont Systems  
12 Market Place  
Essex Junction, VT 05452  
Phone: (802)490-7672  
accountsreceivable@vermontsystems.com

**MAIL CHECKS TO:**

Vermont Systems  
PO Box 1377  
Williston, VT 05495-1377

**CUSTOMER NO.:** VS-000824

**INVOICE NO.:** VS004371

**Bill To:** **Vienna Parks & Rec.**  
Cedar Lane Shopping Center  
120 Cherry Street SE  
Vienna, VA 22180

**Ship To:** **Vienna Parks & Rec.**  
Cedar Lane Shopping Center  
120 Cherry Street SE  
Vienna, VA 22180

Date	P O Number	Ship Via	F.O.B.	Terms
06/13/2022		Ground	Origin	Net 30
Quantity	Item Number	Description	Unit Price	Amount
1	VS-V-WT-SU-PS-M	WebTrac POS Ticket Sales -	\$199.50	\$199.50
1	VS-V-WT-SU-MRT-M	Mobile RecTrac SU Annual -	\$409.50	\$409.50
1	VS-V-WT-SU-IS-6-M	Web Internet Software, -	\$787.50	\$787.50
1	VS-V-WT-SU-FR-M	WebTrac Facility Reserv, -	\$199.50	\$199.50
1	VS-V-WT-SU-AU-M	WebTrac Small Workgroup -	\$131.25	\$131.25
1	VS-V-WT-SU-AR-M	WebTrac Activity Reg Annual -	\$199.50	\$199.50
1	VS-V-RT-MU-SA-M	RT SystemAdmin. M/U Annual -	\$420.00	\$420.00
1	VS-V-RT-MU-PS-M	POS Inventory-/Inventory/-	\$199.50	\$199.50

Thank you for your order. We appreciate your business.

Current	1 - 30	31 - 60	61 - 90	91 - 120	121+	Total AR
\$18,581.10	\$50.05	\$262.50	\$0.00	\$0.00	\$0.00	\$18,893.65

1	VS-V-RT-MU-PM-M	Pass Mgmt Photo-M/U Annual -	\$577.50	\$577.50
1	VS-V-RT-MU-PMI-EX-M	Pass Mgmt Ext Integration- -	\$189.00	\$189.00
1	VS-V-RT-MU-FR-M	Facility Res-M/U Annual MA -	\$577.50	\$577.50
8	VS-V-RT-MU-AU-M	RecTrac Add'l User Annual MA -	\$63.00	\$504.00
1	VS-V-RT-MU-AR-M	Activity Reg-M/U Annual MA. -	\$577.50	\$577.50
1	VS-V-PT-IN-ERI-M	Credit Card Interface -	\$630.00	\$630.00
12	VS-V-HS-S2	VSI Cloud Hosting Standard Service - Silver, Add'l Users Monthly -	\$210.00	\$2,520.00
12	VS-V-HS-S1	VSI Cloud Hosting Standard Service - Silver, First 5 Users Monthly -	\$708.75	\$8,505.00
1	VS-T-PG-SU-WB-M	Progress Transact. -	\$385.35	\$385.35
1	VS-T-PG-M	Progress Annual Maintenance -	\$609.00	\$609.00
12	VS-V-SS-RT-KIOSK	Per Kiosk Fee -	\$50.00	\$600.00
12	VS-VS-SS-IN-BR	Activity Brochure Interface - Standard -	\$30.00	\$360.00
			SUBTOTAL	\$18,581.10
			FREIGHT	\$0.00
			SALES TAX	\$0.00
			TOTAL	\$18,581.10

Covers 7/1/22 to 6/30/23

Thank you for your order. We appreciate your business.

Current	1 - 30	31 - 60	61 - 90	91 - 120	121+	Total AR
\$18,581.10	\$50.05	\$262.50	\$0.00	\$0.00	\$0.00	\$18,893.65