



CITY OF MADISON • FINANCE DEPARTMENT • PURCHASING SERVICES

Non-Competitive Selection Request

Date: 10/17/2023

Requisition Number: (8 characters)

Requestor Name: Jeffery Boyd; Sara Carrizal

Requestor Phone Number: 608-261-4000

Requestor Email: jboyd@mononaterrace.com; scarrizal@mononaterrace.com

Fund: 2140 CONVENTION CENTER

Agency: 80 MONONA TERRACE COMM CONV CTR

- Major:
- 53*** Supplies/Goods
 - 541** Utilities
 - 542** Building/Facility Maintenance/Repair
 - 543** Software/Equipment Maintenance/Repair
 - 544** Public Works Maintenance/Repair
 - 545** Training/HR-Related Services
 - 546** Consulting/Professional Services
 - 548** Grants/Loans/Insurance/Other Services

Total Purchase Amount: \$513,086.33

Vendor Name: UB Holdings, LLC dba Ungerboeck Systems International, LLC (Momentum T...

Product/Service Description: Event Management Software

\$50,000 and UNDER
This form will be sent to the Purchasing Supervisor for review.

OVER \$50,000
Complete this form and draft a resolution using the sample resolutions provided by the City Attorney to your Budget Analyst. **Your resolution will not be added to the Finance Committee agenda without this form.**

Check the box(es) for the exception criteria you feel are applicable:

- 1. Public exigency (emergency) will not permit the delay incident to advertising or other competitive processes.
- 2. The services or goods required are available from only one person or firm (i.e., **true** sole source).
- 3. The services are for professional services to be provided by attorneys.
- 4. The services are to be rendered by a university, college, or other educational institution.
- 5. No acceptable bids have been received after formal advertising.
- 6. Service fees are established by law or professional code.

7. A particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant.
8. Otherwise authorized by law, rule, resolution, or regulation. Explain:
- If procurement is being paid with Federal or State grant funds, the vendor was identified by name in the approved Grant Application. (OPTIONAL)

REASON FOR REQUEST

WHY A COMPETITIVE SELECTION PROCESS CANNOT BE USED:

Provide **detailed** explanation below. For a true sole source, provide all information to explain why this product or service can only be purchased from this vendor. For one-of-a-kind items not sold through distributors, explain the unique performance features of the product requested that are not available from any other product. For services, detail the unique qualifications this vendor possesses, or other reason(s) that meet the criteria selected above. Identify specific, measurable factors and qualifications.

Ungerboeck Systems International (USI)---rebranded as Momentus by UB Holdings, LLC dba Ungerboeck Systems International, LLC dba Momentus Technologies (TM)---is the event management software Monona Terrace has been using since the beginning of its operation. This software covers CRM, sales management, space booking/management, event planning, billing/payments (payment portal), and building operations (setup/teardown). The software is utilized to manage every aspect of an event from booking to invoicing. For Monona Terrace to function normally it must continue to utilize USI aka Momentus. The driver behind this upgrade is that the company has changed from an on-premise, customer-hosted deployment to a SaaS cloud-hosted environment. They are discontinuing their support of the on-premise, customer-hosted deployment. Additionally, the on-premise, customer-hosted deployment uses Microsoft Internet Explorer and Silverlight, both depreciated by Microsoft.

The upgrade, professional services, and year 1 of the subscription for Momentus is \$120,613.09

Subscription fees for subsequent years:

Year 2: \$88,396.01

Year 3: \$94,583.73

Year 4: \$101,204.59

Year 5: \$108,288.91

All fees listed above are included in the total of \$513,086.33.

COMMENTS REGARDING PURCHASES OVER \$50,000

The City of Madison has paid a total of \$179,702 to UB Holdings, LLC since 2015. All of this was non-competitively selected.

Date:

Submit