

# CYPRESS FAIRBANKS

## INDEPENDENT SCHOOL DISTRICT

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**To:** Darin Crawford  
Assistant Superintendent for Support Services

**From:** James Briscoe  
Director of Procurement Services

**Date:** May 14, 2025

**Re:** Concessions Point of Sale (POS) System  
Annual Contract # 25-06-8725RFP

The following proposals were received and opened at 10:00 a.m., Wednesday, May 7, 2025, as advertised and specified in documents concerning **Annual Contract # 25-06-8725RFP Concessions Point of Sale (POS) System**. The proposals received and the final evaluation summary are located on pages 2 - 3.

<sup>a</sup> Recommendation based on overall low bidder and meeting District needs.

<sup>b</sup> Does not meet District specifications.

**Recommendation:** Shift4 Payments (VenueNext)

<b>Estimated Expenditure:</b>	\$44,015.00	Year 1
	\$25,045.00	Year 2
	\$25,045.00	Year 3
	\$25,045.00	Year 4
	\$25,045.00	Year 5
	<u>\$144,195.00</u>	Total

**Contract Term:** June 23, 2025 - May 31, 2026

**Renewal:** 4 Years

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**#25-06-8725RFP Concessions Point of Sale (POS) System**

**COMPONENT CRITERIA**

<b>Total Bid:</b>	Prime Systems (R.L.S. Interests Inc.) <sup>b</sup>	<u>Shift4 Payments (VenueNext)</u> <sup>a</sup>	Ultra Tech Effect <sup>b</sup>
Total 1st Year's Cost	N/A	<b>\$44,015.00</b>	\$150,762.00
Total annual cost per year (Year 2 to 5)	N/A	<b>\$25,045.00</b>	\$8,277.00
<b>Component Cost Breakdown:</b>			
Point of Sale Server Cost	NO BID	<b>\$0.00</b>	\$0.00
Point of Sale Hardware & Peripherals	\$152,734.56	<b>\$11,970.00</b>	\$95,754.00
Point of Sale Software Cost	NO BID	<b>\$0.00</b>	\$84.94
Solution Hosting / SaaS Cost (annual)	NO BID	<b>\$25,045.00</b>	\$0.00
Solution Deployment / Installation Cost	NO BID	<b>\$0.00</b>	\$54,281.00
Miscellaneous Components	NO BID	<b>\$0.00</b>	
Additional Expenses (shipping, travel, etc.)	NO BID	<b>\$7,000.00</b>	\$643.00

**#25-06-8725RFP Concessions Point of Sale (POS) System**

**TEAM SCORE SUMMARY**

Company/Vendor Name	Evaluator 1	Evaluator 2	Evaluator 3	Average Score	Ranking
Prime Systems (R.L.S. Interests Inc)	49.00	63.40	73.90	62.10	3.00
Shift4 Payments (VenueNext)	97.20	90.00	99.00	95.40	1.00
Ultra Tech Effect	56.80	67.80	71.80	65.47	2.00

*Devon Perry, Director Berry Center*

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## **Memo:**

**To:** James Biscoe, *Director of Procurement Services*

**From:** Devon Perry, *Director Berry Center*

**Subject:** *Contract 25-06-8725RFP Award Recommendation – Concessions Point of Sale (POS) System*

**Date:** 05/12/2025

Upon careful review and evaluation of the proposals submitted for Contract 25-06-8725RFP, we recommend that the vendors scoring (70) seventy percent or higher on the Evaluation Matrix be granted the contract due to their ability to offer the best value to the district.

The contract will be valid for one (1) year until May 31, 2026, and will renew automatically for four (4) additional one-year terms until May 31, 2030, unless either party provides a written notice of non-renewal at least thirty (30) days in advance. Upon mutual agreement, proposed prices can be extended beyond the firm price offer date on a month-to-month basis for up to 6 months.

The Concessions Point of Sale (POS) System provided by Shift4 Payments, LLC will be utilized at Berry Center and Pridgeon Stadium to sell concessions. This contract will provide the annual service fee of \$25,045.00 and updated equipment cost of \$18,970.00 that is necessary for concession transactions.

Shift4 Payments, LLC submitted a bid for the request for proposal that surpassed the product criteria, offering the best price for the license agreements, and value with the addition of 52 registers and 52 cash drawers for free for a savings of \$98,000.00.

Should you have any inquiries or require additional information regarding this recommendation, please do not hesitate to reach out.

Sincerely,

Devon Perry

Director Berry Center, Cypress-Fairbanks ISD