

**OFFICE OF THE CITY MANAGER  
LITTLE ROCK, ARKANSAS**

**BOARD OF DIRECTORS COMMUNICATION  
NOVEMBER 5, 2018 AGENDA**

<p><b>Subject:</b></p> <p>Microsoft Retail Solutions upgrade for the Little Rock Zoo's Point-of-Sale Software.</p> <p><b>Submitted By:</b></p> <p>Little Rock Zoo</p>	<p><b>Action Required:</b></p> <p style="text-align: center;">√ <b>Ordinance</b> Resolution</p>	<p><b>Approved By:</b></p> <p style="text-align: center;">Bruce T. Moore City Manager</p>
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<p><b>SYNOPSIS</b></p>	<p>The Little Rock Zoo is requesting approval to waive competitive bidding and authorize the City Manager to enter into a Sole-Source Contract with Columbus, for the Little Rock Zoo's Point-of-Sale Software Improvements and Upgrades.</p>
<p><b>FISCAL IMPACT</b></p>	<p>The amount of \$14,426.00, which includes applicable taxes, and funds are available from Account No. 106570-61010.</p>
<p><b>RECOMMENDATION</b></p>	<p>Approval of the ordinance.</p>
<p><b>BACKGROUND</b></p>	<p>Columbus is the sole supplier for the Little Rock Zoo's Microsoft Retail Solutions software. The Zoo's Retail Management Solutions is being upgraded to the Microsoft Retail Hero by Columbus, and as part of that upgrade, the Little Rock Zoo requests that Columbus be declared a sole source vendor for all software and labor needed to complete the point-of-sale upgrade project and requests the approval to authorize the City Manager to approve the purchase of Microsoft Retail Hero software licenses to complete the upgrade.</p>