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NASSAU COUNTY
CLERK OF THE LEGISLATURE

2026 JUN -8 P 11: 31

Staff Summary A-48-2026

| | |
|---|---|
| Subject: CivicRec License Renewal | Date: May 22, 2026 |
| Department: Department of Shared Services Office of Purchasing | Vendor Name: CivicPlus, LLC |
| Department Head Name: Melissa Gallucci | Contract Number: A-48-2026 |
| Department Head Signature <i>Melissa Gallucci</i> | Contract Manager Name: Deanna Prendergast, Buyer |

| Internal Approvals | | | |
|--------------------|--------------|------------------|--------------|
| Date & Init. | Approval | Date & Init. | Approval |
| 6/2/2026 <i>AG</i> | CPO | 6/8/26 <i>AG</i> | Budget |
| 6/6/26 <i>AG</i> | County Atty. | 6/9/26 <i>AG</i> | County Exec. |
| 6/6/26 <i>EW</i> | Insurance | | |

Material Adverse Information Identified? [Yes ___/No X] (If Yes, attach memo.)

Narrative

Purpose: To authorize a blanket purchase order for the Annual license renewal of CivicRec application including the external transaction processor (Elavon), Doc Management and Dedicated Hosting for the period 6/1/2026-5/31/2031. Invoiced annually on 6/1 for 5 years starting on 6/1/2026 for the Nassau County Information Technology Department.

Discussion: This is a sole source purchase, CivicPlus, LLC is the sole provider of the CivicRec, Recreation Management System and associated services and functionality included.

Impact on Funding: The maximum amount authorized under this purchase order shall be One Million Two Hundred Ninety-Three Thousand, Nine Hundred Eighty Dollars and Forty-Six Cents (\$1,293,980.46) from General Fund (ITGEN1430 DE5A5).

| | | |
|--------|-----------------------------|----------------|
| Year 1 | June 1, 2026 – May 31, 2027 | \$253,823.91 |
| Year 2 | June 1, 2027 – May 31, 2028 | \$256,188.77 |
| Year 3 | June 1, 2028 – May 31, 2029 | \$258,671.88 |
| Year 4 | June 1, 2029 – May 31, 2030 | \$261,279.14 |
| Year 5 | June 1, 2030 – May 31, 2031 | \$264,016.76 |
| | Total (5 year) | \$1,293,980.46 |

Recommendation: Department of Shared Services, Office of Purchasing, recommends awarding a blanket purchase order to CivicPlus, LLC. as the sole source for this contract.

COUNTY OF NASSAU
INTER – DEPARTMENTAL MEMO

TO: CLERK OF THE COUNTY LEGISLATURE

A-48-2026


FROM: MELISSA GALLUCCI - COMMISSIONER OF SHARED SERVICES

DATE: MAY 22, 2026

SUBJECT: RESOLUTION– NASSAU COUNTY INFORMATION TECHNOLOGY

THIS RESOLUTION IS RECOMMENDED BY THE COMMISSIONER OF SHARED SERVICES TO AUTHORIZE AN AWARD AND TO EXECUTE A BLANKET PURCHASE ORDER IN THE AMOUNT ONE MILLION TWO HUNDRED NINETY-THREE THOUSAND, NINE HUNDRED EIGHTY DOLLARS AND FORTY-SIX CENTS (\$1,293,980.46) ON BEHALF OF THE NASSAU COUNTY INFORMATION TECHNOLOGY TO CIVICPLUS, LLC.

THE ABOVE DESCRIBED DOCUMENT ATTACHED HERETO IS FORWARDED FOR YOUR REVIEW AND APPROVAL AND SUBSEQUENT TRANSMITTAL TO THE RULES COMMITTEE FOR INCLUSION IN ITS AGENDA.


MELISSA GALLUCCI
COMMISSIONER OF SHARED SERVICES

VB: gb

- ENCL:
- (1) STAFF SUMMARY
 - (2) DISCLOSURE STATEMENT
 - (3) RESOLUTION
 - (4) BID SUMMARY
 - (5) BID PROPOSAL
 - (6) CERTIFICATE OF LIABILITY INSURANCE
 - (7) RECOMMENDATION OF AWARD
 - (8) POLITICAL CONTRIBUTION FORM



A RESOLUTION AUTHORIZING THE COMMISSIONER OF SHARED SERVICES TO AWARD AND EXECUTE A BLANKET PURCHASE ORDER BETWEEN THE COUNTY OF NASSAU, ACTING ON BEHALF OF NASSAU COUNTY INFORMATION TECHNOLOGY AND CIVICPLUS LLC.

WHEREAS, the NASSAU COUNTY DEPARTMENT OF SHARED SERVICES, OFFICE OF PURCHASING is representing to the Rules Committee, that the proposed award is a sole source provider and meets all specifications for the product described in the said contract as determined by the Commissioner of Shared Services.

RESOLVED, that the Rules Committee of the Nassau County Legislature authorizes the Commissioner of Shared Services to award and execute the said Blanket Purchase Order with CivicPlus LLC.



COUNTY OF NASSAU

POLITICAL CAMPAIGN CONTRIBUTION DISCLOSURE FORM

1. Has the vendor or any corporate officers of the vendor provided campaign contributions pursuant to the New York State Election Law in (a) the period beginning April 1, 2016 and ending on the date of this disclosure, or (b), beginning April 1, 2018, the period beginning two years prior to the date of this disclosure and ending on the date of this disclosure, to the campaign committees of any of the following Nassau County elected officials or to the campaign committees of any candidates for any of the following Nassau County elected offices: the County Executive, the County Clerk, the Comptroller, the District Attorney, or any County Legislator?

YES [] NO [X] If yes, to what campaign committee?

Electronically signed and certified at the date and time indicated by:

Jaime Minnich [MINNICH@CIVICPLUS.COM]

Dated: 05/12/2026 11:01:01 am

Vendor: CivicPlus, LLC

Title: VP, Accounting

PRINCIPAL QUESTIONNAIRE FORM

All questions on these questionnaires must be answered by all officers and any individuals who hold a ten percent (10%) or greater ownership interest in the proposer. Answers typewritten or printed in ink. If you need more space to answer any question, make as many photocopies of the appropriate page(s) as necessary and attach them to the questionnaire.

COMPLETE THIS QUESTIONNAIRE CAREFULLY AND COMPLETELY. FAILURE TO SUBMIT A COMPLETE QUESTIONNAIRE MAY MEAN THAT YOUR BID OR PROPOSAL WILL BE REJECTED AS NON-RESPONSIVE AND IT WILL NOT BE CONSIDERED FOR AWARD

1. Principal Name: Brian Rempe
 Date of birth: 06/05/1981
 Home address: 4466 Grantham Dr.

| | | | | | |
|----------|-------------------|-------------------------------|-----------|---------------------|--------------|
| City: | <u>St. George</u> | State/Province/ Territory: | <u>KS</u> | Zip/Postal Code: | <u>66535</u> |
| Country: | <u>US</u> | | | | |

Business Address: 302 S. 4th Street

| | | | | | |
|------------|---------------------|-------------------------------|-----------|---------------------|--------------|
| City: | <u>Manhattan</u> | State/Province/ Territory: | <u>KS</u> | Zip/Postal Code: | <u>66502</u> |
| Country: | <u>US</u> | | | | |
| Telephone: | <u>888-228-2233</u> | | | | |

Other present address(es):

| | | | | | |
|------------|-------------------|-------------------------------|-----------|---------------------|--------------|
| City: | <u>Manhattan</u> | State/Province/ Territory: | <u>KS</u> | Zip/Postal Code: | <u>66502</u> |
| Country: | <u>US</u> | | | | |
| Telephone: | <u>8882282233</u> | | | | |

List of other addresses and telephone numbers attached

2. Positions held in submitting business and starting date of each (check all applicable)

| | | | |
|-------------------------|-------------------|-------------|-------|
| President | <u>01/01/2016</u> | Treasurer | _____ |
| Chairman of Board | _____ | Shareholder | _____ |
| Chief Exec. Officer | <u>01/01/2018</u> | Secretary | _____ |
| Chief Financial Officer | _____ | Partner | _____ |
| Vice President | _____ | | |
| (Other) | | | |

3. Do you have an equity interest in the business submitting the questionnaire?

YES NO If Yes, provide details.

3 shares (0.25% of total company shares)

4. Are there any outstanding loans, guarantees or any other form of security or lease or any other type of contribution made in whole or in part between you and the business submitting the questionnaire?

YES NO If Yes, provide details.

5. Within the past 3 years, have you been a principal owner or officer of any business or notfor-profit organization other than the one submitting the questionnaire?
YES NO If Yes, provide details.

CivicPlus Holdings, President, Board member
CP Patti, President
SeeClickFix, CEO
Municode, CEO
ArchiveSocial, CEO
NextRequest, CEO
Patti's Canadian Technology Holdings, President
Streamline, Manager & CEO

6. Has any governmental entity awarded any contracts to a business or organization listed in Section 5 in the past 3 years while you were a principal owner or officer?
YES NO If Yes, provide details.

NOTE: An affirmative answer is required below whether the sanction arose automatically, by operation of law, or as a result of any action taken by a government agency. Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.

7. In the past (5) years, have you and/or any affiliated businesses or not-for-profit organizations listed in Section 5 in which you have been a principal owner or officer:
- a. Been debarred by any government agency from entering into contracts with that agency?
YES NO If yes, provide an explanation of the circumstances and corrective action taken.
 - b. Been declared in default and/or terminated for cause on any contract, and/or had any contracts cancelled for cause?
YES NO If yes, provide an explanation of the circumstances and corrective action taken.
 - c. Been denied the award of a contract and/or the opportunity to bid on a contract, including, but not limited to, failure to meet pre-qualification standards?
YES NO If yes, provide an explanation of the circumstances and corrective action taken.
 - d. Been suspended by any government agency from entering into any contract with it; and/or is any action pending that could formally debar or otherwise affect such business's ability to bid or propose on contract?
YES NO If yes, provide an explanation of the circumstances and corrective action taken.

8. Have any of the businesses or organizations listed in response to Question 5 filed a bankruptcy petition and/or been the subject of involuntary bankruptcy proceedings during the past 7 years, and/or for any portion of the last 7 year period, been in a state of bankruptcy as a result of bankruptcy proceedings initiated more than 7 years ago and/or is any such business now the subject of any pending bankruptcy proceedings, whenever initiated?
YES NO If 'Yes', provide details for each such instance. (Provide a detailed response to all questions check "Yes". If you need more space, photocopy the appropriate page and attached it to the questionnaire.)

[Empty text box]

9.

- a. Is there any felony charge pending against you?
YES NO If yes, provide an explanation of the circumstances and corrective action taken.
[Empty text box]
- b. Is there any misdemeanor charge pending against you?
YES NO If yes, provide an explanation of the circumstances and corrective action taken.
[Empty text box]
- c. Is there any administrative charge pending against you?
YES NO If yes, provide an explanation of the circumstances and corrective action taken.
[Empty text box]
- d. In the past 10 years, have you been convicted, after trial or by plea, of any felony, or of any other crime, an element of which relates to truthfulness or the underlying facts of which related to the conduct of business?
YES NO If yes, provide an explanation of the circumstances and corrective action taken.
[Empty text box]
- e. In the past 5 years, have you been convicted, after trial or by plea, of a misdemeanor?
YES NO If yes, provide an explanation of the circumstances and corrective action taken.
[Empty text box]
- f. In the past 5 years, have you been found in violation of any administrative or statutory charges?
YES NO If yes, provide an explanation of the circumstances and corrective action taken.
[Empty text box]

10 In addition to the information provided in response to the previous questions, in the past 5 years, have you been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency and/or the subject of an investigation where such investigation was related to activities performed at, for, or on behalf of the submitting business entity and/or an affiliated business listed in response to Question 5?
YES NO If yes, provide an explanation of the circumstances and corrective action taken.
[Empty text box]

11 In addition to the information provided, in the past 5 years has any business or organization listed in response to Question 5, been the subject of a criminal investigation and/or a civil anti-trust investigation and/or any other type of investigation by any government agency, including but not limited to federal, state, and local regulatory agencies while you were a principal owner or officer?
YES NO If yes, provide an explanation of the circumstances and corrective action taken.
[Empty text box]

12 In the past 5 years, have you or this business, or any other affiliated business listed in response to Question 5 had any sanction imposed as a result of judicial or administrative proceedings with respect to any professional license held?
YES NO If yes, provide an explanation of the circumstances and corrective action taken.
[Empty text box]

13 For the past 5 tax years, have you failed to file any required tax returns or failed to pay any applicable federal, state or

local taxes or other assessed charges, including but not limited to water and sewer charges?

YES NO If yes, provide an explanation of the circumstances and corrective action taken.

I, Brian Rempe , hereby acknowledge that a materially false statement willfully or fraudulently made in connection with this form may result in rendering the submitting business entity and/or any affiliated entities non-responsible, and, in addition, may subject me to criminal charges.

I, Brian Rempe , hereby certify that I have read and understand all the items contained in this form; that I supplied full and complete answers to each item therein to the best of my knowledge, information and belief; that I will notify the County in writing of any change in circumstances occurring after the submission of this form; and that all information supplied by me is true to the best of my knowledge, information and belief. I understand that the County will rely on the information supplied in this form as additional inducement to enter into a contract with the submitting business entity.

CERTIFICATION

A MATERIALLY FALSE STATEMENT WILLFULLY OR FRAUDULENTLY MADE IN CONNECTION WITH THIS QUESTIONNAIRE MAY RESULT IN RENDERING THE SUBMITTING BUSINESS ENTITY NOT RESPONSIBLE WITH RESPECT TO THE PRESENT BID OR FUTURE BIDS, AND, IN ADDITION, MAY SUBJECT THE PERSON MAKING THE FALSE STATEMENT TO CRIMINAL CHARGES.

CivicPlus

Name of submitting business

Electronically signed and certified at the date and time indicated by:
Brian Rempe REMPE@CIVICPLUS.COM

CEO

Title

06/01/2026 02:40:24 pm

Date

PRINCIPAL QUESTIONNAIRE FORM

All questions on these questionnaires must be answered by all officers and any individuals who hold a ten percent (10%) or greater ownership interest in the proposer. Answers typewritten or printed in ink. If you need more space to answer any question, make as many photocopies of the appropriate page(s) as necessary and attach them to the questionnaire.

COMPLETE THIS QUESTIONNAIRE CAREFULLY AND COMPLETELY. FAILURE TO SUBMIT A COMPLETE QUESTIONNAIRE MAY MEAN THAT YOUR BID OR PROPOSAL WILL BE REJECTED AS NON-RESPONSIVE AND IT WILL NOT BE CONSIDERED FOR AWARD

1. Principal Name: Eric Doan
Date of birth: 01/12/1979
Home address: 19400 Azure Rd
City: Deephaven State/Province/Territory: MN Zip/Postal Code: 55391
Country: US

Business Address: 302 South 4th Street, Suite 500
City: Manhattan State/Province/Territory: KS Zip/Postal Code: 66502
Country: US
Telephone: (785) 587-1853

Other present address(es):
City: _____ State/Province/Territory: _____ Zip/Postal Code: _____
Country: _____
Telephone: _____

List of other addresses and telephone numbers attached

2. Positions held in submitting business and starting date of each (check all applicable)

| | | | |
|-------------------------|-------------------|-------------|-------|
| President | _____ | Treasurer | _____ |
| Chairman of Board | _____ | Shareholder | _____ |
| Chief Exec. Officer | _____ | Secretary | _____ |
| Chief Financial Officer | <u>12/31/2025</u> | Partner | _____ |
| Vice President | _____ | | |
| (Other) | _____ | | |

3. Do you have an equity interest in the business submitting the questionnaire?

YES NO If Yes, provide details.

I hold .4% of the total equity, however given annual vesting, I currently hold 0 shares (all unvested), which is why I answered no in the prior version

4. Are there any outstanding loans, guarantees or any other form of security or lease or any other type of contribution made in whole or in part between you and the business submitting the questionnaire?

YES NO If Yes, provide details.

5. Within the past 3 years, have you been a principal owner or officer of any business or notfor-profit organization other than the one submitting the questionnaire?
YES NO If Yes, provide details.

Chief Financial Officer of Orchard Software, Carmel, IN
Board Member, Amaze Software, Costa Mesa, CA
CP Patti, Treasurer
SeeClickFix, CFO
Municode, CFO
ArchiveSocial, CFO
NextRequest, CFO
Patti's Canadian Technology Holdings, President
Streamline, Manager & CFO

6. Has any governmental entity awarded any contracts to a business or organization listed in Section 5 in the past 3 years while you were a principal owner or officer?
YES NO If Yes, provide details.

Orchard software is a provider of Laboratory information systems. Orchard routinely contracts with State, Federal and Local health departments as well as public universities and laboratory technician programs

NOTE: An affirmative answer is required below whether the sanction arose automatically, by operation of law, or as a result of any action taken by a government agency. Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.

7. In the past (5) years, have you and/or any affiliated businesses or not-for-profit organizations listed in Section 5 in which you have been a principal owner or officer:

- a. Been debarred by any government agency from entering into contracts with that agency?
YES NO If yes, provide an explanation of the circumstances and corrective action taken.

- b. Been declared in default and/or terminated for cause on any contract, and/or had any contracts cancelled for cause?
YES NO If yes, provide an explanation of the circumstances and corrective action taken.

- c. Been denied the award of a contract and/or the opportunity to bid on a contract, including, but not limited to, failure to meet pre-qualification standards?
YES NO If yes, provide an explanation of the circumstances and corrective action taken.

- d. Been suspended by any government agency from entering into any contract with it; and/or is any action pending that could formally debar or otherwise affect such business's ability to bid or propose on contract?
YES NO If yes, provide an explanation of the circumstances and corrective action taken.

8. Have any of the businesses or organizations listed in response to Question 5 filed a bankruptcy petition and/or been the subject of involuntary bankruptcy proceedings during the past 7 years, and/or for any portion of the last 7 year period, been in a state of bankruptcy as a result of bankruptcy proceedings initiated more than 7 years ago and/or is any such

business now the subject of any pending bankruptcy proceedings, whenever initiated?

YES NO If 'Yes', provide details for each such instance. (Provide a detailed response to all questions check "Yes". If you need more space, photocopy the appropriate page and attached it to the questionnaire.)

9.

a. Is there any felony charge pending against you?

YES NO If yes, provide an explanation of the circumstances and corrective action taken.

b. Is there any misdemeanor charge pending against you?

YES NO If yes, provide an explanation of the circumstances and corrective action taken.

c. Is there any administrative charge pending against you?

YES NO If yes, provide an explanation of the circumstances and corrective action taken.

d. In the past 10 years, have you been convicted, after trial or by plea, of any felony, or of any other crime, an element of which relates to truthfulness or the underlying facts of which related to the conduct of business?

YES NO If yes, provide an explanation of the circumstances and corrective action taken.

e. In the past 5 years, have you been convicted, after trial or by plea, of a misdemeanor?

YES NO If yes, provide an explanation of the circumstances and corrective action taken.

Off leash dog in 2024. Fine paid

f. In the past 5 years, have you been found in violation of any administrative or statutory charges?

YES NO If yes, provide an explanation of the circumstances and corrective action taken.

10 In addition to the information provided in response to the previous questions, in the past 5 years, have you been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency and/or the subject of an investigation where such investigation was related to activities performed at, for, or on behalf of the submitting business entity and/or an affiliated business listed in response to Question 5?

YES NO If yes, provide an explanation of the circumstances and corrective action taken.

11 In addition to the information provided, in the past 5 years has any business or organization listed in response to Question 5, been the subject of a criminal investigation and/or a civil anti-trust investigation and/or any other type of investigation by any government agency, including but not limited to federal, state, and local regulatory agencies while you were a principal owner or officer?

YES NO If yes, provide an explanation of the circumstances and corrective action taken.

12 In the past 5 years, have you or this business, or any other affiliated business listed in response to Question 5 had any sanction imposed as a result of judicial or administrative proceedings with respect to any professional license held?

YES NO If yes, provide an explanation of the circumstances and corrective action taken.

[Empty rectangular box]

- 13 For the past 5 tax years, have you failed to file any required tax returns or failed to pay any applicable federal, state or local taxes or other assessed charges, including but not limited to water and sewer charges?
YES NO If yes, provide an explanation of the circumstances and corrective action taken.

[Empty rectangular box]

I, Eric Doan , hereby acknowledge that a materially false statement willfully or fraudulently made in connection with this form may result in rendering the submitting business entity and/or any affiliated entities non-responsible, and, in addition, may subject me to criminal charges.

I, Eric Doan , hereby certify that I have read and understand all the items contained in this form; that I supplied full and complete answers to each item therein to the best of my knowledge, information and belief; that I will notify the County in writing of any change in circumstances occurring after the submission of this form; and that all information supplied by me is true to the best of my knowledge, information and belief. I understand that the County will rely on the information supplied in this form as additional inducement to enter into a contract with the submitting business entity.

CERTIFICATION

A MATERIALLY FALSE STATEMENT WILLFULLY OR FRAUDULENTLY MADE IN CONNECTION WITH THIS QUESTIONNAIRE MAY RESULT IN RENDERING THE SUBMITTING BUSINESS ENTITY NOT RESPONSIBLE WITH RESPECT TO THE PRESENT BID OR FUTURE BIDS, AND, IN ADDITION, MAY SUBJECT THE PERSON MAKING THE FALSE STATEMENT TO CRIMINAL CHARGES.

CivicPlus LLC.

Name of submitting business

Electronically signed and certified at the date and time indicated by:

Eric Doan ERIC.DOAN@CIVICPLUS.COM

CFO

Title

06/01/2026 02:24:53 pm

Date

Business History Form

The contract shall be awarded to the responsible proposer who, at the discretion of the County, taking into consideration the reliability of the proposer and the capacity of the proposer to perform the services required by the County, offers the best value to the County and who will best promote the public interest.

In addition to the submission of proposals, each proposer shall complete and submit this questionnaire. The questionnaire shall be filled out by the owner of a sole proprietorship or by an authorized representative of the firm, corporation or partnership submitting the Proposal.

NOTE: All questions require a response, even if response is "none" or "not-applicable." No blanks.

(USE ADDITIONAL SHEETS IF NECESSARY TO FULLY ANSWER THE FOLLOWING QUESTIONS).

Date: 05/28/2026

1) Proposer's Legal Name: CivicPlus, LLC

2) Address of Place of Business: 302 S 4th St, Suite 500

City: Manhattan State/Province/Territory: KS Zip/Postal Code: 66502

Country: US

3) Mailing Address (if different): _____

City: _____ State/Province/Territory: _____ Zip/Postal Code: _____

Country: _____

Phone: _____

Does the business own or rent its facilities? Rent If other, please provide details:

4) Dun and Bradstreet number: 883003113

5) Federal I.D. Number: 48-1202104

6) The proposer is a: Other (Describe) LLC - partnership

7) Does this business share office space, staff, or equipment expenses with any other business?
YES [] NO [X] If yes, please provide details:

8) Does this business control one or more other businesses?
YES [X] NO [] If yes, please provide details:
CP Holdings is the parent of CP Patti

CP Patti is the parent of CivicPlus
CivicPlus, LLC wholly owns
SeeClickFix, LLC
Municode, LLC
Patti's Canadian Technology Holdings, Ltd.
ArchiveSocial, LLC
NextRequest, LLC
Streamline LLC

- 9) Does this business have one or more affiliates, and/or is it a subsidiary of, or controlled by, any other business?
YES NO If yes, please provide details:

CP, Patti LLC is parent
CP, Patti LLC is subsidiary of CivicPlus Holdings, LLC

- 10) Has the proposer ever had a bond or surety cancelled or forfeited, or a contract with Nassau County or any other government entity terminated?
YES NO If yes, state the name of bonding agency, (if a bond), date, amount of bond and reason for such cancellation or forfeiture: or details regarding the termination (if a contract).

- 11) Has the proposer, during the past seven years, been declared bankrupt?
YES NO If yes, state date, court jurisdiction, amount of liabilities and amount of assets

- 12) In the past five years, has this business and/or any of its owners and/or officers and/or any affiliated business, been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency? And/or, in the past 5 years, have any owner and/or officer of any affiliated business been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency, where such investigation was related to activities performed at, for, or on behalf of an affiliated business.
YES NO If yes, provide details for each such investigation, an explanation of the circumstances and corrective action taken.

- 13) In the past 5 years, has this business and/or any of its owners and/or officers and/or any affiliated business been the subject of an investigation by any government agency, including but not limited to federal, state and local regulatory agencies? And/or, in the past 5 years, has any owner and/or officer of an affiliated business been the subject of an investigation by any government agency, including but not limited to federal, state and local regulatory agencies, for matters pertaining to that individual's position at or relationship to an affiliated business.
YES NO If yes, provide details for each such investigation, an explanation of the circumstances and corrective action taken.

- 14) Has any current or former director, owner or officer or managerial employee of this business had, either before or during such person's employment, or since such employment if the charges pertained to events that allegedly occurred during the time of employment by the submitting business, and allegedly related to the conduct of that business:
a) Any felony charge pending?
YES NO If yes, provide details for each such investigation, an explanation of the circumstances and corrective action taken.

b) Any misdemeanor charge pending?

YES NO If yes, provide details for each such investigation, an explanation of the circumstances and corrective action taken.

c) In the past 10 years, you been convicted, after trial or by plea, of any felony and/or any other crime, an element of which relates to truthfulness or the underlying facts of which related to the conduct of business?

YES NO If yes, provide details for each such investigation, an explanation of the circumstances and corrective action taken.

d) In the past 5 years, been convicted, after trial or by plea, of a misdemeanor?

YES NO If yes, provide details for each such investigation, an explanation of the circumstances and corrective action taken.

e) In the past 5 years, been found in violation of any administrative, statutory, or regulatory provisions?

YES NO If yes, provide details for each such investigation, an explanation of the circumstances and corrective action taken.

15) In the past (5) years, has this business or any of its owners or officers, or any other affiliated business had any sanction imposed as a result of judicial or administrative proceedings with respect to any professional license held?

YES NO If yes, provide details for each such investigation, an explanation of the circumstances and corrective action taken.

16) For the past (5) tax years, has this business failed to file any required tax returns or failed to pay any applicable federal, state or local taxes or other assessed charges, including but not limited to water and sewer charges?

YES NO If yes, provide details for each such year. Provide a detailed response to all questions checked 'YES'. If you need more space, photocopy the appropriate page and attach it to the questionnaire.

17) Conflict of Interest:

a) Please disclose any conflicts of interest as outlined below. NOTE: If no conflicts exist, please expressly state "No conflict exists."

(i) Any material financial relationships that your firm or any firm employee has that may create a conflict of interest or the appearance of a conflict of interest in acting on behalf of Nassau County.

No conflict exists

(ii) Any family relationship that any employee of your firm has with any County public servant that may create a conflict of interest or the appearance of a conflict of interest in acting on behalf of Nassau County.

No conflict exists

(iii) Any other matter that your firm believes may create a conflict of interest or the appearance of a conflict of interest in acting on behalf of Nassau County.

No conflict exists

b) Please describe any procedures your firm has, or would adopt, to assure the County that a conflict of interest would not exist for your firm in the future.

If a conflict of interest should arise, and we become aware of such conflict - we shall take reasonably proper measures to address the situation and, if appropriate, shall seek guidance from the County.

A. Include a resume or detailed description of the Proposer's professional qualifications, demonstrating extensive experience in your profession. Any prior similar experiences, and the results of these experiences, must be identified.

Have you previously uploaded the below information under in the Document Vault?
YES [X] NO []

Is the proposer an individual?
YES [] NO [X] Should the proposer be other than an individual, the Proposal MUST include:

- i) Date of formation;
06/28/1998
- ii) Name, addresses, and position of all persons having a financial interest in the company, including shareholders, members, general or limited partner. If none, explain.
CivicPlus Holdings, LLC and CP Patti, LLC - 302 S 4th St. Manhattan, KS 66502
- iii) Name, address and position of all officers and directors of the company. If none, explain.
Brian Rempe, CEO, President
Eric Doan, Chief Financial Officer
- iv) State of incorporation (if applicable);
- v) The number of employees in the firm;
970
- vi) Annual revenue of firm;
275000000
- vii) Summary of relevant accomplishments
SaaS provider for local government, selected as Inc 5,000 company for 10+ years; selected as GovTech top 100 company multiple years; multiple Stevie awards in the last 5+ years for customer support and service.
- viii) Copies of all state and local licenses and permits.

B. Indicate number of years in business.
27

C. Provide any other information which would be appropriate and helpful in determining the Proposer's capacity and reliability to perform these services.
CivicPlus provides services to over 13,000 other customers in the local government market.

D. Provide names and addresses for no fewer than three references for whom the Proposer has provided similar services or who are qualified to evaluate the Proposer's capability to perform this work.

| | |
|----------------|---------------------|
| Company | Brookhaven, NY |
| Contact Person | Matt Sabatello |
| Address | 1 Independence Hill |

| | | | |
|----------------|------------------------------|--------------------------|----|
| City | Farmingville, New York 11738 | State/Province/Territory | NY |
| Country | US | | |
| Telephone | (631) 451-6959 | | |
| Fax # | | | |
| E-Mail Address | msabatello@brookhavenny.gov | | |

| | | | |
|----------------|----------------------------|--------------------------|----|
| Company | New Castle County | | |
| Contact Person | Jon Yearly | | |
| Address | 87 Reads Way | | |
| City | New Castle | State/Province/Territory | DE |
| Country | US | | |
| Telephone | (302) 395-5260 | | |
| Fax # | | | |
| E-Mail Address | Jon.yearly@newcastlede.gov | | |

| | | | |
|----------------|--------------------------|--------------------------|----|
| Company | Village of New Hempstead | | |
| Contact Person | Anthony Rodriguez | | |
| Address | 108 Old Schoolhouse Rd | | |
| City | New York | State/Province/Territory | NY |
| Country | US | | |
| Telephone | (516) 489-5000 | | |
| Fax # | (000) 000-0000 | | |
| E-Mail Address | Anthrod@hempsteadny.gov | | |

I, Jaime Minnich, hereby acknowledge that a materially false statement willfully or fraudulently made in connection with this form may result in rendering the submitting business entity and/or any affiliated entities non-responsible, and, in addition, may subject me to criminal charges.

I, Jaime Minnich, hereby certify that I have read and understand all the items contained in this form; that I supplied full and complete answers to each item therein to the best of my knowledge, information and belief; that I will notify the County in writing of any change in circumstances occurring after the submission of this form; and that all information supplied by me is true to the best of my knowledge, information and belief. I understand that the County will rely on the information supplied in this form as additional inducement to enter into a contract with the submitting business entity.

CERTIFICATION

A MATERIALLY FALSE STATEMENT WILLFULLY OR FRAUDULENTLY MADE IN CONNECTION WITH THIS QUESTIONNAIRE MAY RESULT IN RENDERING THE SUBMITTING BUSINESS ENTITY NOT RESPONSIBLE WITH RESPECT TO THE PRESENT BID OR FUTURE BIDS, AND, IN ADDITION, MAY SUBJECT THE PERSON MAKING THE FALSE STATEMENT TO CRIMINAL CHARGES.

Name of submitting business: CivicPlus LLC

Electronically signed and certified at the date and time indicated by:
Jaime Minnich MINNICH@CIVICPLUS.COM

VP, Accounting
Title

06/01/2026 02:12:51 pm
Date

COUNTY OF NASSAU

CONSULTANT'S, CONTRACTOR'S AND VENDOR'S DISCLOSURE FORM

1. Name of the Entity: CivicPlus LLC

Address: 302 S 4th St, Suite 500

City: Manhattan State/Province/Territory: KS Zip/Postal Code: 66502

Country: US

2. Entity's Vendor Identification Number: 48-1202104

3. Type of Business: Other (specify) Limited Liability Company - partnership

4. List names and addresses of all principals; that is, all individuals serving on the Board of Directors or comparable body, all partners and limited partners, all corporate officers, all parties of Joint Ventures, and all members and officers of limited liability companies (attach additional sheets if necessary):

1 File(s) uploaded: Nassau Vendor Portal CP Corporate Officers.docx

5. List names and addresses of all shareholders, members, or partners of the firm. If the shareholder is not an individual, list the individual shareholders/partners/members. If a Publicly held Corporation, include a copy of the 10K in lieu of completing this section.

If none, explain.

Owned by CP Patti, LLC.
CivicPlus Holdings LLC owns CP Patti, LLC

6. List all affiliated and related companies and their relationship to the firm entered on line 1. above (if none, enter "None"). Attach a separate disclosure form for each affiliated or subsidiary company that may take part in the performance of this contract. Such disclosure shall be updated to include affiliated or subsidiary companies not previously disclosed that participate in the performance of the contract.

Employees provide services from CivicPlus LLC. None of the affiliate companies or subsidiaries perform services.
CP Holdings is the parent of CP Patti
CP Patti is the parent of CivicPlus
CivicPlus, LLC wholly owns
SeeClickFix, LLC
Municode, LLC
Patti's Canadian Technology Holdings, Ltd.
ArchiveSocial, LLC

NextRequest, LLC
Streamline LLC

7. List all lobbyists whose services were utilized at any stage in this matter (i.e., pre-bid, bid, post-bid, etc.). If none, enter "None." The term "lobbyist" means any and every person or organization retained, employed or designated by any client to influence - or promote a matter before - Nassau County, its agencies, boards, commissions, department heads, legislators or committees, including but not limited to the Open Space and Parks Advisory Committee and Planning Commission. Such matters include, but are not limited to, requests for proposals, development or improvement of real property subject to County regulation, procurements. The term "lobbyist" does not include any officer, director, trustee, employee, counsel or agent of the County of Nassau, or State of New York, when discharging his or her official duties.

Are there lobbyists involved in this matter?
YES [] NO [X]

(a) Name, title, business address and telephone number of lobbyist(s):

(b) Describe lobbying activity of each lobbyist. See below for a complete description of lobbying activities.

(c) List whether and where the person/organization is registered as a lobbyist (e.g., Nassau County, New York State):

8. VERIFICATION: This section must be signed by a principal of the consultant, contractor or Vendor authorized as a signatory of the firm for the purpose of executing Contracts.

The undersigned affirms and so swears that he/she has read and understood the foregoing statements and they are, to his/her knowledge, true and accurate.

Electronically signed and certified at the date and time indicated by:

Jaime Minnich [MINNICH@CIVICPLUS.COM]

Dated: 06/01/2026 02:04:18 pm

Title: VP, Accounting

The term lobbying shall mean any attempt to influence: any determination made by the Nassau County Legislature, or any member thereof, with respect to the introduction, passage, defeat, or substance of any local legislation or resolution; any determination by the County Executive to support, oppose, approve or disapprove any local legislation or resolution, whether or not such legislation has been introduced in the County Legislature; any determination by an elected County official or an officer or employee of the County with respect to the procurement of goods, services or construction, including the preparation of contract specifications, including but not limited to the preparation of requests for proposals, or solicitation, award or administration of a contract or with respect to the solicitation, award or administration of a grant, loan, or agreement involving the disbursement of public monies; any determination made by the County Executive, County Legislature, or by the County of Nassau, its agencies, boards, commissions, department heads or committees, including but not limited to the Open Space and Parks Advisory Committee, the Planning Commission, with respect to the zoning, use, development or improvement of real property subject to County regulation, or any agencies, boards, commissions, department heads or committees with respect to requests for proposals, bidding, procurement or contracting for services for the County; any determination made by an elected county official or an officer or employee of the county with respect to the terms of the acquisition or disposition by the county of any interest in real property, with respect to a license or permit for the use of real property of or by the county, or with respect to a franchise, concession or revocable consent; the proposal, adoption, amendment or rejection by an agency of any rule having the force and effect of law; the decision to hold, timing or outcome of any rate making proceeding before an agency; the agenda or any determination of a board or commission; any determination regarding the calendaring or scope of any legislature oversight hearing; the issuance, repeal, modification or substance of a County Executive Order; or any determination made by an elected county official or an officer or employee of the county to support or oppose any state or federal legislation, rule or regulation, including any determination made to support or oppose that is contingent on any amendment of such legislation, rule or regulation, whether or not such legislation has been formally introduced and whether or not such rule or regulation has been formally proposed.

CIVICPLUS®

Brian Rempe, President and CEO of CivicPlus
4446 Grantham Dr
St. George, KS 66535

Eric Doan, CFO of CivicPlus
19400 Azure Rd
Deephaven, MN 55391





CivicPlus
 302 South 4th St. Suite 500
 Manhattan, KS 66502
 US

Quote #:
CivicPlus Pricing
Approval Date:
Expires On:

Statement of Work
 Q-125912-1
 5/15/2026 8:57 AM
 7/13/2026

Client:
 Nassau County, NY

Bill To:
 NASSAU COUNTY, NEW YORK

| SALESPERSON | Phone | EMAIL | DELIVERY METHOD | PAYMENT METHOD |
|--------------|-------|----------------------------|-----------------|----------------|
| Maggie Brown | | maggie.brown@civicplus.com | | Net 30 |

Recurring Service(s)

| QTY | PRODUCT NAME | DESCRIPTION | 12 Month Value |
|------|---|--|----------------|
| 1.00 | Recreation Management Annual Renewal | Recreation Management Annual Renewal | USD 178,750.00 |
| 1.00 | Recreation Management External Processor Activity Fee Renewal | Recreation Management External Processor Activity Fee: Elavon/Converge | USD 27,776.66 |

| | |
|-------------------------------|---|
| Initial Term | 6/1/2026 - 5/31/2031, Renewal Term 6/1 each calendar year |
| Initial Term Invoice Schedule | Year One Annual Total invoiced upon the signature date of this Agreement, subject to proration if the term begins at signing. Subsequent Annual Totals invoiced every 12 months starting at Renewal Term. |

| | Annual Subscription | One Time Fees | Annual Total |
|--|---|---------------|------------------|
| Year One | USD 206,526.66 | USD 0.00 | USD 206,526.66 |
| Year Two | USD 206,526.66 | | USD 206,526.66 |
| Year Three | USD 206,526.66 | | USD 206,526.66 |
| Year Four | USD 206,526.66 | | USD 206,526.66 |
| Year Five | USD 206,526.66 | | USD 206,526.66 |
| Subtotal | | | USD 1,032,633.30 |
| Annual Recurring Services Starting Year 6 | | | USD 206,526.66 |
| Renewal Procedure | Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date | | |
| Annual Uplift | 0% to be applied in year 2 | | |

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"). By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

Acceptance of Quote # Q-125912-1

The undersigned acknowledges having read, understood, and agreed to be bound by the binding terms and conditions incorporated into this SOW. This SOW shall become effective as of the date of the last signature below ("Effective Date").

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client Signature

CivicPlus

By (please sign):

By (please sign):

Printed Name:

Printed Name:

Title:

Title:

Date:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)



CivicPlus

302 South 4th St. Suite 500
 Manhattan, KS 66502
 US

Quote #:
CivicPlus Pricing
Approval Date:
Expires On:

Statement of Work
 Q-125846-1
 5/14/2026 1:21 PM
 7/13/2026

Client:
 Nassau County, NY

Bill To:
 NASSAU COUNTY, NEW YORK

| SALESPERSON | Phone | EMAIL | DELIVERY METHOD | PAYMENT METHOD |
|--------------|-------|----------------------------|-----------------|----------------|
| Maggie Brown | | maggie.brown@civicplus.com | | Net 30 |

Recurring Service(s)

| QTY | PRODUCT NAME | DESCRIPTION | 12 Month Value |
|------|--|---|----------------|
| 1.00 | Document Management Renewal | Document Management Module: Enabled to allow customers to upload documents and staff to manage records. | USD 29,106.00 |
| 1.00 | Recreation Management Dedicated Hosting (75k-125k annual transactions) Renewal | Recreation Management Dedicated Hosting (75k-125k annual transactions) Renewal | USD 18,191.25 |

| | |
|-------------------------------|---|
| Initial Term | 6/1/2026 - 5/31/2031, Renewal Term 6/1 each calendar year |
| Initial Term Invoice Schedule | Year One Annual Total invoiced upon the signature date of this Agreement, subject to proration if the term begins at signing. Subsequent Annual Totals invoiced every 12 months starting at Renewal Term. |

| | Annual Subscription | One Time Fees | Annual Total |
|--|---|---------------|----------------|
| Year One | USD 47,297.25 | USD 0.00 | USD 47,297.25 |
| Year Two | USD 49,662.11 | | USD 49,662.11 |
| Year Three | USD 52,145.22 | | USD 52,145.22 |
| Year Four | USD 54,752.48 | | USD 54,752.48 |
| Year Five | USD 57,490.10 | | USD 57,490.10 |
| Subtotal | | | USD 261,347.15 |
| Annual Recurring Services Starting Year 6 | | | USD 60,364.61 |
| Renewal Procedure | Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date | | |

| | |
|---------------|----------------------------|
| Annual Uplift | 5% to be applied in year 2 |
|---------------|----------------------------|

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"). By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

Acceptance of Quote # Q-125846-1

The undersigned acknowledges having read, understood, and agreed to be bound by the binding terms and conditions incorporated into this SOW. This SOW shall become effective as of the date of the last signature below ("Effective Date").

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client Signature

CivicPlus

By (please sign):

By (please sign):

Printed Name:

Printed Name:

Title:

Title:

Date:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)

| | Year 1 (6/1/2026 - 5/31/2027) | Year 2 (6/1/2027 - 5/31/2028) | Year 3 (6/1/2028 - 5/31/2029) | Year 4 (6/1/2029 - 5/31/2030) | Year 5 (6/1/2030 - 5/31/2031) | |
|---|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|-----------------------|
| Recreation Management | \$178,750.00 | \$178,750.00 | \$178,750.00 | \$178,750.00 | \$178,750.00 | |
| Recreation Management External Processor Activity Fee | \$27,776.66 | \$27,776.66 | \$27,776.66 | \$27,776.66 | \$27,776.66 | |
| TOTAL | \$206,526.66 | \$206,526.66 | \$206,526.66 | \$206,526.66 | \$206,526.66 | \$1,032,633.30 |
| Doc Management (5% Annual Recreation Management Dedicated Hosting (75k-125k annual transactions) (5% Annual uplift YOY) | \$29,106.00 | \$30,561.30 | \$32,089.37 | \$33,693.83 | \$35,378.52 | |
| TOTAL | \$18,191.25 | \$19,100.81 | \$20,055.85 | \$21,058.65 | \$22,111.58 | \$261,347.16 |
| | \$47,297.25 | \$49,662.11 | \$52,145.22 | \$54,752.48 | \$57,490.10 | |
| GRAND TOTAL | \$253,823.91 | \$256,188.77 | \$258,671.88 | \$261,279.14 | \$264,016.76 | \$1,293,980.46 |

This letter serves to notify you that CivicPlus, LLC is the sole provider of the CivicRec, Recreation Management System (CivicRec) and associated services and functionality included. CivicRec enables municipal website administrators to manage critical aspects of their recreation management and activities.

CivicRec differs from other recreation management software in that it has been optimized for use for government entities. Not only have many of the applications been developed specifically for use by municipal governments, but CivicRec is also hosted at a network operations center dedicated to the protection of the information of government staff and end-users.

Included in the standard CivicRec development package are modules that are unique to CivicPlus' CivicRec, such as map-based booking, league team pages, exportable calendars for Google and Outlook and social sign on. Applications like these may be available at a much higher cost from other vendors however, CivicPlus is the sole provider of these applications as a part of an all-inclusive, standardized recreation management system, CivicRec.

No other organization offers our unique product and service package, coupling our RMS with some of the most useful web applications available to municipal governments.

Regards,



Amy Vikander • CivicPlus
Senior Vice President of Customer Success
Main 888-228-2233
Fax 785-587-8951
www.CivicPlus.com

Bruce A. Blakeman
COUNTY EXECUTIVE



Nancy Stanton-Molaro
COMMISSIONER

DEPARTMENT OF INFORMATION TECHNOLOGY

May 15, 2026

TO: Robert Cleary, Chief Compliance Officer
Nassau County Dept. of Shared Services

Subject: Sole Source 5-Year BPO Creation – CivicPlus CivicRec Platform

Robert,

CivicPlus's CivicRec platform is a core platform for the Parks Department. It has been utilized for its fee management and processing needs, including, but not limited to, those related to golf, area rentals, tournaments, boat slip rentals, and more. It provides the functionalities needed in a single convenient platform.

Please approve this 5-year BPO creation for the Recreation Management platform which includes the external transaction processor (Elavon), Document Management Module and the Recreation Management Dedicated Hosting for the period 6/1/2026-5/31/2031.

Please let I.T. know if anything further is needed to approve the creation of the P.O.

Thank you,
Jessica

Jessica Carney,
N.C. Dept. of Information Technology

Prendergast, Deanna

From: Do_Not_Reply@nassaucountyny.gov
Sent: Tuesday, May 19, 2026 9:49 AM
To: Stanton, Nancy; Prendergast, Deanna
Cc: Malhame, Allison; Stanton, Nancy
Subject: BPNC-CIVICPLUS - APPROVED by Compliance



Compliance has APPROVED the requisition below.

Requisition

#/Blanket Order BPNC-CIVICPLUS

#:

Date: 04/03/2026

Delivery location: 240 Old Country Road

User Department: Parks

Description: 5-year BPO creation for the Annual license renewal for CivicRec application including the external transaction processor (Elavon), Doc Management and Dedicated Hosting for the period 6/1/2026-5/31/2031. Invoiced annually on 6/1 for 5 years starting on 6/1/2026.

Estimated Cost: \$1,293,980.45

You may view this case by logging into the Requisition Application and going to the case or click [here](#) to go directly to the requisition.

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