

IMPACT STATEMENT

Legislation title: * Authorize a contract with The Active Network, Inc. for a not-to-exceed amount of \$3,000,000 for a five (5) year term to provide hosted software and online services to support recreation program and class registrations, facility reservations, memberships and payments for point of sale for five years, with the City's option to extend for an additional five (5) years and add \$3,000,000 for a ten (10) year total not-to-exceed \$6,000,000. (Ordinance)

Contact name: Dave Grindstaff, Parks Business Systems Analyst

Contact phone: 971-803-1823

Presenter name: Amy Archer-Masters, Parks Finance, Property & Technology Manager

Purpose of proposed legislation and background information:

Authorize a contract with The Active Network, Inc. for \$3,000,000 to provide hosted software and online services to support recreation program and class registration, facility reservations, memberships and payments by point of sale for five years with the City's option to extend for an additional five (5) years and add \$3,000,000 for a total not-to-exceed \$6,000,000.

On July 31, 2019, the current Contract #30000729 with The Active Network, Inc. expires. After completing an RFI in 2018 for potential recreation management software vendors, it was determined that no other candidate met Portland Parks & Recreation (Parks) minimum requirements. At the request of the Directors Office and Senior Management, Parks requests a Special Procurement per City Code 5.33.220(D)(12) with The Active Network, Inc. Parks has used The Active Network Inc. hosted software for the past ten (10) years with a high degree of success.

Financial and budgetary impacts:

- Funds are available in the Parks ongoing budget for continuation of The Active Network, Inc. hosted software.
- The project estimate has a high level of confidence and based on the past three (3) years of history with The Active Network, Inc. hosted software.
- A portion of recreation service fees are built into the programming rates paid by customers within the Parks general operating fund.
- The proposed legislation does not create, eliminate or reclassify positions now or until contract termination.

Community impacts and community involvement:

- No relevant impacts.

100% Renewable Goal: N/A

Budgetary Impact Worksheet

Does this action change appropriations?

- YES:** Please complete the information below.
- NO:** Skip this section

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount

Amy Archer-Masters

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Finance Manager Parks (Amy Archer-Masters)

Date