

15 REVISED

May 20, 2025

Honorable Mayor and City Council
City of Long Beach
California

RECOMMENDATION:

Recommendation to authorize the City Manager, or designee, to execute all documents necessary to amend Contract No. 33364 with Active Network, LLC, of Dallas, TX, to provide continued utilization of the Parks, Recreation and Marine Department's facility reservation and registration system, to extend the term of the contract for six months with the option to extend for another six months, at the discretion of the City Manager. (Citywide)

DISCUSSION

City Council approval is requested to amend Contract No. 33364 with the Active Network, LLC (Active), for providing continued utilization of the Parks, Recreation and Marine Department's (PRM) facility reservation and registration system, ActiveNet.

On December 3, 2013, the City Council approved a contract with Active for upgrades and continued utilization of the facility reservation and registration system for PRM in the amount of \$150,000 related to the upgrades, configuration and implementation. On May 4, 2021, the City Council approved an amendment to extend the term of the contract to March 31, 2022, with the option to renew for three additional one-year periods. The four-year agreement with Active expired on March 31, 2025. PRM is drafting a Request for Proposal (RFP) to solicit new proposals for registration and reservation software to establish a new long-term contract. This request will serve as a six-month extension, preventing any gap in services and allowing continued use of the current software, while also giving ample time to implement new software once the solicitation is awarded, with the option for another six-month extension, at the discretion of the City Manager.

This matter was reviewed by Deputy City Attorney Anita Lakhani on April 28, 2025, by Administrative Analyst Tommy Ryan on April 23, 2025, and by Budget Analysis Officer Greg Sorensen on April 30, 2025.

TIMING CONSIDERATIONS

City Council action to amend Contract No. 33364 is requested on May 20, 2025, to ensure there is no interruption in services.

LEVINE ACT

This item is subject to the Levine Act. The Mayor, Councilmembers, and Commissioners who have received a contribution of more than \$500 within 12 months prior from a party, participant, or their representatives involved in this proceeding may do either of the following: (1) disclose the contribution on the record and recuse themselves from this proceeding; OR (2) return the portion of the contribution that exceeds \$500 within 30 days from the time the elected official knew or should have known about the contribution and participate in the proceeding.

All parties, participants, and their representatives must disclose on the record of this proceeding any contribution of more than \$500 made to the Mayor or any Councilmembers within 12 months prior to the date of the proceeding. The Mayor, Councilmembers, and Commissioners are prohibited from accepting, soliciting, or directing a contribution of more than \$500 from a party, participant, or their representatives, during a proceeding and for 12 months following the date a final decision is rendered.

FISCAL IMPACT

The requested action extends the term of the contract with Active for six months. Payment with Active will continue to be transaction-based, where Active retains a small, varied percentage of each payment received, based on the type and amount of the transaction processed. Net annual revenue to the City is estimated at \$2,000,000 and is based on the anticipated number of transactions. Revenue will continue to accrue in the General Fund Group, Tidelands Operating Fund Group, and Tidelands Area Fund Group in the Parks, Recreation and Marine Department. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



Brent Dennis
Director
Parks, Recreation and Marine

APPROVED:



THOMAS B. MODICA
CITY MANAGER