

15. 25-55257 Recommendation to authorize 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)

Levine Act: Yes

Office or Department:

Suggested Action: Approve recommendation.

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

[illegible]

2. Has any Agent on behalf of you or your organization made any political contributions to any City Officer in the twelve (12) months preceding the date of the submission of your proposals or the anticipated date of any City Council Board, or Commission action related to this license, permit, or contract?

☐ YES

☒ NO

If yes, please identify the City Officer(s):

Officer Name	Payee Name	Payment Date	Payment Amount

3. Do you or your organization anticipate or plan to make any political contribution of more than \$500 to any City Officer in the 12 months following any City Council, Board, or Commission action related to this license, permit, or contract?

☐ YES

☒ NO

If yes, please identify the City Officer(s):

Officer Name	Payee Name	Payment Date	Payment Amount

4. Does any Agent on behalf of you or your organization anticipate or plan to make any political contribution to any City Officer in the 12 months following any City Council, Board, or Commission action related to this license, permit, or contract?

☐ YES ☒ NO

If yes, please identify the City Officer(s):

Officer Name	Payee Name	Payment Date	Payment Amount

Answering yes to any of the questions above does not preclude the City of Long Beach from awarding a license, permit, or contract to your organization or any taking any subsequent action related to the said license, permit, or contract. It does, however, preclude the identified City Officers from participating in any actions related to this license, permit, or contract.

5/1/2025 | 11:47 AM CDTKevin FarmerVP of SalesACTIVE Network

(Date)(Printed Name/Title of Authorized Representative)(Name of business/legal entity)

Signed by:

Kevin Farmer

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(Signature)

You must submit a supplemental form if you make any new reportable contribution(s) while the contract, license, permit, or other entitlement is being considered.

LEVINE ACT DISCLOSURE STATEMENT

DEFINITIONS

Term	Definition	Law
Covered "proceedings"	A proceeding to grant, deny, revoke, restrict, or modify a license, permit or other entitlement for use, that does not solely involve purely ministerial decisions and is: (1) Applied for by the party; (2) Formally or informally requested by the party; or (3) A contract between the agency and the party or a franchisee granted by the agency to the party, other than a contract that is competitively bid , a labor contract , or a personal employment contract .	FPPC Reg 18438.2(a)
Party	Any person who files an application for, or is the subject of, a proceeding involving a license, permit, or other entitlement for use.	Gov. Code 84308(a)(1)
Participant	Any person who is not a party but who actively supports or opposes a particular decision in a proceeding involving a license, permit, or other entitlement for use and who has a financial interest in the decision. A person actively supports or opposes a particular decision in a proceeding if that person lobbies in person the officers or employees of the agency, testifies in person before the agency, or otherwise acts to influence officers of the agency.	Gov. Code 84308(a)(2) FPPC Reg 18438.4
Agent	A person who represents a party or participant for compensation and appears before or otherwise communicates with the governmental agency for the purpose of influencing the pending proceeding. See FPPC Reg 18438.3 for exceptions for certain consultants.	FPPC Reg 18438.3
Competitively Bid	A contract required by law to be awarded to the lowest or highest responsible bidder with a responsive bid, or, if the successful bidder refuses or fails to execute the contract, to the next lowest bidder with a responsive bid.	SB 1243
Labor Contract	A contract or agreement reached through collective bargaining or with a representative group regarding the salary, benefits, or terms and conditions under an employment or retirement policy for employees or retirees, including a project labor agreement entered under Public Contract Code Section 2500.	FPPC Reg 18438.2(a)(3)(B)
Personal Employment Contract	A contract for employment, including the terms and conditions of employment, between the agency and an agency employee. A contract with an independent contractor is NOT a personal employment contract.	FPPC Reg 18438.2(a)(3)(C)-(D)