



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: FEBRUARY 9, 2016**

FROM: CITY MANAGER'S OFFICE **WARDS: ALL**

SUBJECT: AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES WITH DIMARE BROWN HICKS KESSLER FOR STATE LEGISLATIVE ADVOCACY SERVICES – \$240,000 TOTAL FOR THREE YEARS

ISSUE:

The issue for City Council consideration is to approve a Professional Consultant Services Agreement with DiMare Brown Hicks Kessler for state legislative advocacy services.

RECOMMENDATIONS:

That the City Council:

1. Approve a Professional Consultant Services Agreement with DiMare Brown Hicks Kessler for state legislative advocacy services from February 9, 2016 through December 31, 2019, with the option for three additional one-year amendments; and
2. Authorize the City Manager or his designee to execute the Professional Consultant Services Agreement, including making minor non-substantive changes to the agreement.

BACKGROUND:

City staff issued a Request for Proposals (RFP) for the selection of a consultant for state legislative advocacy services on December 4, 2015. Three proposals were received and the City Manager's Office evaluated the proposals based on content, cost and qualifications. Based on this review of the responses received, DiMare Brown Hicks Kessler (DBHK) was selected to be the City's state legislative advocate. Collectively, DBHK has over 80 years of experience working in Sacramento on behalf of its clients on a broad array of issues that include legislation and regulation before the legislature, administration and state boards and commissions. It is this experience that forms the basis of DBHK's approach to legislative advocacy services and it is the reason why the firm was selected. DBHK will assist the City to achieve its legislative priorities by working collaboratively with elected officials across party lines, actively identifying state programs that provide funding and grant opportunities in support of City projects and services, and effectively communicate all City interests and concerns.

The proposed Professional Consultant Services Agreement (Agreement) includes an annual retainer in the amount of \$70,000 (\$5,833.33 per month). Additionally, the City will reimburse reasonable expenditures for travel, lodging and related expenses incurred on behalf of the City in performance of this Agreement for a sum not to exceed \$10,000 per year. The Agreement includes the option of three one-year renewal options subject to the same terms; any renewal will need to be

approved by the City Council.

Upon approval of this agreement, City staff and DBHK will immediately commence working on updating the City's legislative agenda. As part of this process DBHK will hold meetings with the Mayor and City Council, as well as with City staff, to help guide this process. An updated legislative agenda will be ready for City Council consideration in March 2016.

FISCAL IMPACT:

The total annual cost for state legislative advocacy services will not exceed \$80,000. DiMare Brown Hicks Kessler will perform the services outlined in the Agreement for \$70,000 on an annual basis. In addition, the City will reimburse reasonable expenditures for a sum not to exceed \$10,000 per year. Reimbursement of these expenses is subject to prior approval by the City.

For the three year term of the Agreement, DBHK will perform the services outlined for a total sum not to exceed \$240,000. Sufficient funds are available in the City Manager's Communications Office Account No. 1140000-421000 (Professional Services) to cover the cost of this service. City staff will work to ensure sufficient funds are budgeted in future years to cover the cost of this service.

	YEAR 1	YEAR 2	YEAR 3	AGREEMENT TOTAL
State Legislative Advocacy Services	\$70,000	\$70,000	\$70,000	\$210,000
Reimbursement of Expenses	\$10,000	\$10,000	\$10,000	\$30,000
	\$80,000	\$80,000	\$80,000	\$240,000

Prepared by: Moises A. Lopez, Intergovernmental Relations Officer

Certified as to availability
of funds:

Brent A. Mason, Finance Director/Treasurer

Approved by: Alexander T. Nguyen, Assistant City Manager

Approved as to form: Gary G. Geuss, City Attorney

Attachment: Professional Consultant Services Agreement with DiMare Brown Hicks Kessler