



Council Communication

Office of the City Manager

Date

April 26, 2010

Agenda Item No. 35

Roll Call No. 10-

Communication No. 10-236

Submitted by: Richard A. Clark, City Manager

AGENDA HEADING:

Approving one year renewal of agreement with Holland & Knight, LLP, Richard Gold, Partner, 2099 Pennsylvania Avenue N.W., Washington, D.C. 20006, to provide federal government relations services.

SYNOPSIS:

Recommend approval of a one year renewal with Holland & Knight (H&K), a Washington, D.C. lobbying firm, to assist in securing federal funds, provide governmental affairs services and strategic advice to address federal policy issues and build key relationships with federal agencies and decision-makers in order to facilitate community revitalization and other projects funded through federal appropriations. Community revitalization projects include street and bridge construction and repair, levee construction, public transportation initiatives and redevelopment of Riverpoint West and the Principal Riverwalk. Potential projects also include the next phase of the SE Connector, Grand Avenue bridge repair, storm and sanitary sewers, Geographical Information Systems (GIS), emergency service interoperability, other homeland security work and construction and improvements to municipal buildings, including energy improvements. H&K's specialized expertise will be used primarily to assist the City in accessing extensive capital and technical resources to affect successful projects. The City's contract manager and point of contact for this service is Assistant City Manager, Chris Johansen.

FISCAL IMPACT:

Amount: \$90,000 annually, plus travel expenses

Funding Sources: FY2010 Operating Budget:

\$15,000 - Storm Water Utility Enterprise Fund – EN301 PWK077001, page 301

\$15,000 - Sanitary Sewer Operations Fund – EN101 PWK074004, page 292

\$3,000 - Solid Waste Operations Fund – EN151 PWK100101, page 296

\$57,000 - Economic Development Enterprise – SP743 CMO980717, page 90

ADDITIONAL INFORMATION:

On April 20, 2009, by Roll Call No. 09-693, the City Council approved an agreement with H&K to provide professional federal government affairs services for an amount not to exceed \$7,500 per month, plus travel expenses, with an initial term of one year, with up to three one year renewal options upon mutual consent of both parties.

The current agreement expires on April 30, 2010, and H&K has executed a Renewal Addendum to renew the agreement under the current terms until April 30, 2011.

The deliverables provided by H&K would continue to include:

- *Federal Relations Strategy*: Assist the City in development of an overall federal relations strategy and provide support for this strategy, including: meeting with Council members and City staff; identifying congressional funding opportunities; assisting during City Council and staff's Washington visits; following up with key decision makers; and tracking Congressional funding outcomes.
- *American Recovery and Reinvestment Act Support*: Provide the City with up-to-date information on stimulus funding opportunities via twice a week updates and guidance during this very competitive funding environment.
- *Weekly Grant Notification*: Provide information on recently announced federal grant opportunities.
- *Drafting Legislation*: Complete support in drafting entire bills or limited provisions for pending legislation.
- *Drafting Testimony*: Preparation of testimony for presentation before congressional committees.
- *Political Intelligence*: Maintain strong bi-partisan relationships with both the congressional delegation and federal agencies to allow for quick assessment of issues as they arise. Monitor national legislation of interest to the City.
- *Forms and Applications*: Provide the City with support of funding applications to federal agencies. As needed, the firm will review applications and help the City to secure the support of senior administration and key congressional officials for funding.
- *Washington Visits*: Assist with scheduling and agendas to ensure that the City's visits to Washington, D.C. are effective and efficient.
- *Regular Updates*: Provide regular updates of all government affairs activities. The firm will provide regular updates describing the status of the City's various federally-related priorities to the City Manager.

H&K holds conference calls with City staff and Council members every two weeks to discuss status of appropriation requests and other federally funded projects of interest to the City. H&K has advised the City in developing a strategy for appropriation requests, provided grant notifications, drafted legislation important for the Principal Riverwalk, completed appropriation forms and applications and has scheduled meetings and conference calls with key federal agency personnel for discussions regarding grant applications and federal legislation.

The City will conduct an annual evaluation of the consultant's performance prior to renewal. The contract is also terminable at will, so that if the City is dissatisfied for any reason with the services provided, the contract can be terminated immediately.

PREVIOUS COUNCIL ACTION(S):

Date: April 20, 2009

Roll Call Number: 09-693

Action: Proposal of Holland & Knight LLP to provide Federal Government Affairs Services. (Council Communication No. 09-222) Moved by Vlassis to approve; refer to the City Manager to closely monitor benchmarks and deliverables. Motion Carried 5-2. Nays: Kiernan and Meyer.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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