

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: May 9, 2011
	Agenda Item No. 35 Roll Call No. <u>11-801</u> Communication No. <u>11-289</u> Submitted by: Allen McKinley, Deputy City Manager

AGENDA HEADING:

Approving a one year renewal 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 improvements to municipal buildings, including energy improvements. H&K’s specialized expertise will be used primarily to assist the City in assessing 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, Larry Hulse.

FISCAL IMPACT:

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

Funding Source: FY11-12 Operating Budget:

\$15,000 – Storm Water Utility Enterprise Fund – EN301, PWK077001, page 267;

\$15,000 – Sanitary Sewer Enterprise Fund – EN101, PWK070400, page 258;

\$3,000 – Solid Waste Enterprise Fund – EN151, PWK100101, page 263;

\$57,000 – Economic Development Enterprise Fund – SP743, CMO980717, page 56.

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.

On April 26, 2010, by Roll Call No. 10-617, the City Council approved the first, one year renewal option that expired April 30, 2010, and H&K has executed a Renewal Addendum to renew the agreement under

the current terms until April 30, 2012.

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 status via periodic updates and guidance.
- *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 the 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. Most recently, H&K has coordinated efforts and provided strategies related to the Army Corps of Engineers (ACOE) and the Federal Emergency Management Administration (FEMA) as it relates to the River Flow Frequency Study and Flood Insurance Rate Mapping of the Raccoon and Des Moines River basins.

The contract is 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 26, 2010

Roll Call Number: 10-617

Action: One-year renewal agreement extending contract until April 30, 2011 with Holland & Knight, LLP to provide federal government affairs services, \$90,000 plus travel expenses. ([Council Communication No. 10-236](#)) **Moved by Coleman to approve. Motion Carried 6-1. Nays: Meyer.**

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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