

# MEMORANDUM

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## COUNTY ADMINISTRATIVE OFFICE INTERGOVERNMENTAL & LEGISLATIVE AFFAIRS DIVISION

March 8, 2017

**To:** Legislative Committee

**From:** Annette D'Adamo, MAIII, CAO-Intergovernmental & Legislative Affairs Division

### **AGENDA ITEM:**

Receive a report and provide direction on FY 2017-18 contracts for state and federal legislative advocacy and grant services.

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The County has three (3) contracts for state and federal legislative advocacy and grant services: JEA & Associates (John Arriaga) - state legislative advocacy; Nossaman LLP (Brent Heberlee) - federal legislative advocacy; and Nossaman LLP (Jennifer Capitolo) for grant and legislative advocacy services. The contracts expire on June 30, 2017.

### **Requested Direction from the Legislative Committee:**

Staff requests direction from the Legislative Committee regarding future contracts for these services. Options include:

1. Direction to staff to conduct request for proposal (RFP) processes on some or all of these contracts to gain solicitations from firms who provide these services.
2. Renew the contracts for an additional one (1) year period (7/1/17-6/30/18);

### **Staff Recommendation:**

Option #1 – Conduct RFP processes for some or all of these contracts.

### **History of State and Federal Legislative Advocacy Contracts:**

Monterey County maintains a long-standing and successful Legislative Program, ensuring that the interests of the County are well represented both in Sacramento and Washington D.C. The Program provides the County a voice in funding and policy decision-making in the state and national capitals, and ensures that County leaders are fully apprised of evolving state and federal initiatives impacting the County and its residents. The County Administrative Office (CAO) – Intergovernmental & Legislative Affairs (IGLA) Division manages the Program, with the assistance of the County's contracted legislative advocates in Sacramento and Washington D.C.

The County last conducted an RFP process for state and federal legislative advocacy services in 2014. At the recommendation of the Legislative Committee and approval of the Board of Supervisors, on July 1, 2014, the County entered into a contract with Nossaman (DC) in the amount of \$125,000/year, and with JEA (Sacramento) in the amount of \$144,000/year. The Board also approved the option to renew the contracts for three (3) additional one (1) year periods.

Per County policy, these contracts are subject to Board approval since they are for over \$100,000.

### **History on Grant Services and Related Legislative Advocacy Contract:**

The Strategic Grants Services Program was created by the Board of Supervisors in 2014 to concentrate funding efforts on the County's highest priority project needs, and projects which require a high level of collaboration among County departments and community partners. The Program works in close collaboration with the Legislative Program in order to advocate for maximum funding for state and federal programs which translate into local grant funding opportunities.

In September 2014, the County entered into a contract with Nossaman LLP (Sacramento), a firm which has specialized expertise in grant work for public agencies. The initial contract, in the amount of \$60,000/year, provided expert grant writing and strategic grant advocacy services on 10-12 priority projects, and provided information on additional grant funding opportunities to the County and its partner agencies based on an extensive list of identified funding needs. In FY 2015-16 the contract was increased to \$84,000/year and the Board authorized an additional IGLA staff position in order to expand the program.

During FY 2016-17, due to Nossaman's increased involvement in legislative and regulatory issues related to County funding opportunities (e.g. SB 831 (Alejo) which provided \$10M in funding for the Interlake Tunnel Project), Nossaman registered as a County lobbyist. The current Nossaman contract provides for work on up to 15 priority grant applications and lobbying services related to funding opportunities at a cost of \$7,000/month - \$84,000 for FY 2016-17.

Per County policy, this contract does not require Board approval as long as it remains under \$100,000.

### **FY 2017-18 IGLA Budget**

Due to projected cuts to the IGLA budget in FY 2017-18, IGLA has submitted budget augmentation requests to fully fund all three (3) of these contracts next fiscal year. If the budget augmentation requests are not granted each of these contracts will be reduced by approximately 20%.