



Legislation Text

File #: Res. 2018-178R, **Version:** 1

AGENDA CAPTION:

Consider approval of Resolution 2018-178R, approving a contract between the City and the Normandy Group for Federal Government Consulting Services in the estimated annual amount of \$300,000; authorizing the City Manager or his designee to execute this contract on behalf of the City and declaring an effective date.

Meeting date: October 1, 2018

Department: Communications and Intergovernmental Relations, Kristy Stark, Director (By Lynda Williams, Purchasing Manager)

Amount & Source of Funding

Funds Required: Annual amount 150,000 for FY19 and \$150,000 for FY20

Account Number: [Click or tap here to enter text.](#)

Funds Available: [Click or tap here to enter text.](#)

Account Name: [Click or tap here to enter text.](#)

Fiscal Note:

Prior Council Action: October 16, 2016: Council approved a two-year agreement with The Normandy Group, LLC for Federal Governmental Relations Services in an amount NTE \$276,000.

City Council Strategic Initiative: [\[Please select from the dropdown menu below\]](#)

[Choose an item.](#)

[Choose an item.](#)

[Choose an item.](#)

Comprehensive Plan Element (s): [\[Please select the Plan element\(s\) and Goal # from dropdown menu below\]](#)

☐ Economic Development - [Choose an item.](#)

☐ Environment & Resource Protection - [Choose an item.](#)

☐ Land Use - [Choose an item.](#)

☐ Neighborhoods & Housing - [Choose an item.](#)

☐ Parks, Public Spaces & Facilities - [Choose an item.](#)

☐ Transportation - [Choose an item.](#)

☐ Not Applicable

Master Plan: *[Please select the corresponding Master Plan from the dropdown menu below (if applicable)]*

Choose an item.

Background Information:

The City sought qualified and experienced firms to provide federal government consulting services for the City of San Marcos. Services include, but are not limited to, preparing a strategy on how to best position the City's projects to increase the likelihood of approval of funding during any applicable fiscal year during the term of this agreement; insuring that the City of San Marcos has an ongoing presence in Washington, D.C.; developing a strategic coalitions that will advance the interests and Strategic Initiatives of the City; promoting the City's interests on policy matters to elected officials, their staffs, and other decision makers; and coordinating hearings and meetings to promote the City's interests.

On August 23, 2018, the City received three (3) Statements of Qualifications ("SOQ") for Federal Government Relations Services, RFQ 218-354. A city-staffed evaluation panel evaluated all proposals based on published criteria. Based on the final evaluation and ranking of the proposals, The Normandy Group, Washington, DC, was determined to be the most highly qualified to perform these services for the amount of \$12,500 per month for a contract term of twenty-four (24) months.

Council Committee, Board/Commission Action:

Click or tap here to enter text.

Alternatives:

Click or tap here to enter text.

Recommendation:

This recommendation is to award a contract to The Normandy Group, for the amount of \$12,500 per month for a contract term of twenty-four (24) months.