

## **C-11**

November 17, 2020

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach

### RECOMMENDATION:

Adopt Specifications No. RFP CM20-070 and award a contract to Arc Strategies, LLC, of Sacramento, CA, for State legislative representation services, in an annual amount not to exceed \$105,000, for a period of two years beginning December 1, 2020, with the option to renew for an additional two-year period, at the discretion of the City Manager; and authorize the City Manager, or designee, to execute all documents necessary to enter into the contract, including any necessary amendments. (Citywide)

### DISCUSSION

City Council approval is requested to enter into a contract with Arc Strategies, LLC, for State legislative advocacy services. These services include policy analysis, legislative and funding advocacy, reporting on the State budget, and administrative support.

A Request for Proposals (RFP) was advertised in the Long Beach Press-Telegram on August 17, 2020, and 732 potential proposers specializing in State legislative advocacy services were notified of the RFP opportunity through the City's electronic bidding system. Of those proposers, 19 downloaded the RFP via the City's electronic bidding system. The RFP document was made available from the Purchasing Division, located on the sixth floor of City Hall, and the Division's website at [www.longbeach.gov/purchasing](http://www.longbeach.gov/purchasing). An RFP announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 35 local, minority-owned, and women-owned business groups. Two proposals were received by the September 24, 2020 deadline. Of those two proposals, none were Minority-owned Business Enterprises (MBEs) or Women-owned Business Enterprises (WBEs), one was a certified Small Business Enterprise (SBE), and one was Long Beach business (Local).

The selection committee determined that Arc Strategies, LLC, of Sacramento, CA (Local and SBE), was the most qualified firm to provide the services. The Arc Strategies' team has over 60 years of experience working on public policy issues in Sacramento and before regulatory agencies on behalf of an array of clients, including several local governments. The firm provides a broad range of government services, such as policy analysis, legislative advocacy, and administrative support.

This matter was reviewed by Deputy City Attorney Amy R. Webber on October 26, 2020, Purchasing Agent Tara Yeats on October 27, 2020, and by Budget Analysis Officer Julissa José-Murray on October 28, 2020.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. RFP CM20-070 and award a contract concurrently is requested on November 17, 2020, to avoid any disruptions in services.

FISCAL IMPACT

The annual contract cost will not exceed \$105,000, based on a monthly retainer of \$8,500, reimbursement of expenses, and the City's quarterly FPPC filing. Funds to support this activity are budgeted in the General Fund Group in the City Manager Department. The cost of State legislative representation services in the City Manager's Office is shared by departments and funds throughout the City that benefit from these services, including non-General Fund operations. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



THOMAS B. MODICA  
CITY MANAGER