



Agenda Report

TO: City Council June 23, 1999
FROM: Legislative Policy Committee
SUBJECT: Renewal of Contract with H. B. Sandford, Inc.

RECOMMENDATION

It is recommended that the City Council:

1. Approve a six-month contract renewal between the City of Pasadena and H.B. Sandford, Inc., for legislative advocacy from July 1 through December 31, 1999, and
2. Authorize the Mayor to execute an amendment to the contract without competitive bidding pursuant to Charter Section 1002 (F) (professional or unique services), and without competitive selection pursuant to Pasadena Municipal Code Section 4.09.060 (B) (4) (automatic exemption for legislative or lobbying services).

BACKGROUND

H. B. (Pete) Sandford (doing business as H. B. Sandford, Inc.) has been the City's legislative advocate in Sacramento for over eighteen years. His contract with the City expires June 30, 1999.

As the City's liaison with the State government, Mr. Sandford provides assistance in lobbying with State officials and the Governor, and also timely information on relevant legislative issues. A scope of services and a memorandum from Pete Sandford are attached for your information.

The City's Affirmative Action in Contracting Ordinance automatically exempts legislative liaisons from the competitive selection process. Section 4.09.060 (B) (4), exempts "Contracts for legislative liaison and lobbying services. Such contracts shall be exempt from the competitive selection process requirements of this Chapter and may be exempted in whole or in part from the other provisions of this Chapter." Mr. Sandford

has executed all of the required affirmative action in contracting forms, and this transaction otherwise complies with the affirmative action in contracting ordinance.

If approved, the latest contract extension will expire on December 31, 1999. At the appropriate time, staff could solicit proposals for a new legislative advocacy contract or recommend another contract extension with H. B. Sandford, Inc., based on the City Council's direction.

FISCAL IMPACT

The six-month contract extension would total \$14,466 plus reimbursable expenses. Funds for this extension have been included in the Recommended Fiscal Year 2000 City Council Operating Budget.

Respectfully submitted,



BILL BOGAARD, Mayor

Prepared by:



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