



# Agenda Report

April 17, 2023

**TO:** City Council

**FROM:** Office of the City Manager

**SUBJECT: CONTRACT AWARD TO EMANUELS JONES AND ASSOCIATES FOR STATE LEGISLATIVE ADVOCACY SERVICES**

It is recommended that the City Council:

1. Find that the proposed action is not a project subject to the California Environmental Quality Act (CEQA) pursuant to Section 21065 of CEQA and Sections 15060 (c)(2), 15060 ( c )(3 ), and 15378 of the State CEQA Guidelines and, as such, no environmental document pursuant to CEQA is required for the project;
2. Approve a five-year contract renewal with Emanuels Jones and Associates for state legislative advocacy services, effective July 1, 2023 through June 30, 2028 for an annual contract cost of \$69,880 in the first year; \$72,580 in the second year; \$74,680 in the third year, \$75,400 in the fourth year, and \$76,000 in year five. Competitive bidding is not required pursuant to City Charter Section 1002(F) contracts for professional or unique services; and
3. Exempt the proposed contract from the competitive selection process of the Competitive Bidding and Purchasing Ordinance, pursuant to PMC Section 4.08.049(B), contracts for which the City's best interest are served.

## **BACKGROUND:**

The City has contracted with Emanuels Jones and Associates to provide state legislative advocacy services since January 2001. Emanuels Jones and Associates was initially selected through a competitive selection process. Through the years, the firm has performed a wide range of advocacy services including:

- Promoting the City's adopted State Legislative Platform;
- Monitoring issues of importance to the City of Pasadena;
- Attending League of California Cities briefings on behalf of the City;
- Alerting staff to legislative proposals that may impact;

- Providing research and support in evaluating issues and proposed legislation;
- Weekly tracking of legislation in which the City has taken an interest or position;
- Lobbying for positions taken by the City of Pasadena; and
- Taking lead on identifying and assisting in securing State grants.

Emanuel Jones is very knowledgeable about the issues and strategies that are important to Pasadena. Annually the principal partners attend an intensive two-day workshop with the City's executive leadership team and members of the City Council's Legislative Policy Committee to draft the upcoming legislative platform and share insight into existing and potential State legislation. Additionally, they have contracts with the cities of Glendale and Burbank which allows Pasadena to benefit from their knowledge of regional issues.

Some recent accomplishments during the current contract period include:

- Worked to secure funding of \$4.5M in 2021 and \$1.7M in 2022 for Pasadena's Water and Power Department to mitigate the impact of significant shortfalls due to customers' non-payment of electric and water bills during COVID-19;
- Helped to direct COVID-19 funding to the City's Public Health Department in 2021 when COVID funding was being distributed to counties;
- Assisted in the creation of the Burbank-Glendale-Pasadena Regional Housing Trust and helped secure \$23M in the State budget in 2022 this Trust which will assist the unhoused population and persons and families of extremely low, very low, low, and moderate income;
- Other recent funding for Pasadena and local institutions includes:
  - \$1.6M for Pasadena Playhouse HVAC upgrades;
  - \$4M for seismic retrofit study for Central Library;
  - \$5M in State budget for Central Library;
  - \$8.75M Cap & Trade funds for Heritage Square senior housing; and
  - \$20M in Office of Planning and Research grant funds for Carnegie Institution for Science's Pasadena Research Hub.

Emanuel Jones and Associates' current contract term expires June 30, 2023. Over the past five years the City has spent \$312,544 on their existing five year contract.

#### **COUNCIL POLICY CONSIDERATION:**

This action supports the City Council's strategic planning goal to maintain fiscal responsibility and stability.

**ENVIRONMENTAL ANALYSIS:**

The action proposed herein is not subject to the California Environmental Quality Act (CEQA) in accordance with Section 21065 of CEQA and State CEQA Guidelines Sections 15060 (c)(2), 15060 (c)(3), and 15378. The provision of state legislative advocacy services is a continuing administrative activity, and this action would not cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. Therefore, the proposed action is not a "project" subject to CEQA, as defined in Section 21065 of CEQA and Section 15378 of the State CEQA Guidelines. Since this action is not a project subject to CEQA, no environmental document is required.

**FISCAL IMPACT:**

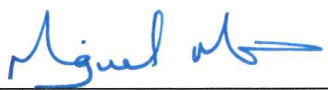
The contract will total \$368,540 over five years. Funding for this contract will be included in the City Council's annual operating budget allocation. The cost per year will be as follows:

	Annual Fee	Annual Expenses	Total/Year
FY 2024	\$67,080	\$2,800	\$69,880
FY 2025	\$69,780	\$2,800	\$72,580
FY 2026	\$71,880	\$2,800	\$74,680
FY 2027	\$72,600	\$2,800	\$75,400
FY 2028	\$73,200	\$2,800	\$76,000
		<b>TOTAL</b>	<b>\$368,540</b>

Respectfully submitted,

  
BRENDA E. HARVEY-WILLIAMS  
Assistant City Manager

Approved by:

  
MIGUEL MÁRQUEZ  
City Manager