

Agenda Report

April 16, 1998

TO: City Council
FROM: Legislative Committee
SUBJECT: Approval of Contract Renewal with Carolyn Chaney
and Associates for Legislative Liaison Services

RECOMMENDATION:

It is recommended that the City Council approve a two-year contract renewal between the City of Pasadena and Carolyn Chaney and Associates for legislative liaison services with the Federal government, effective July 1, 1998, through June 30, 2000, without competitive bidding pursuant to City Charter Section 1002(F) (Professional services) and automatically exempt from competitive selection pursuant to P.M.C. Section 4.09.060(B) (4) (Lobbying Services).

BACKGROUND:

On April 15, 1996, the City Council authorized the City Manager to execute a two-year contract renewal with Carolyn Chaney. Ms. Chaney has been the City's liaison with the Federal government since 1981. Among the services provided are research on relevant Federal issues and grant programs, assistance in lobbying with Congress and the Executive branch, and timely information on Federal policies and programs. The Council action was based upon a recommendation from the Legislative Policy Committee.

Once again, the Legislative Policy Committee is recommending that the City Council approve a two-year contract renewal with Carolyn Chaney and Associates with a partial exemption from the City's Affirmative Action in Contracting Ordinance. The Ordinance specifically exempts legislative liaisons and lobbyists from the competitive selection process. Section 4.09.040(B) (4) exempts "contracts for legislative liaison and lobbying services. Such contracts shall be exempt from the competitive selection process

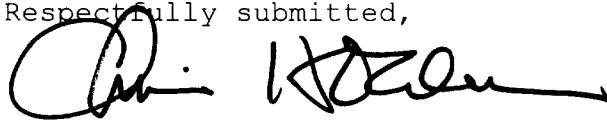
requirements of this Chapter and may be exempted in whole or in part from the other provisions of this Chapter." This exemption is being requested since it is acknowledged that effective liaisons depend upon developing working relationships and knowledge of specific issues over a period of time. Otherwise, this contract complies with said Ordinance.

It was the consensus of the Legislative Committee, in discussion with Ms. Chaney, to continue to include in the contract, an increase comparable to management pay increases, if any, in both year one and year two of the contract.

FISCAL IMPACT:

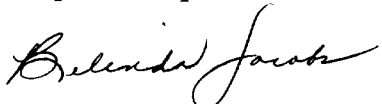
Year one expenses total \$69,849 (\$64,849 base contract plus \$5,000 reimbursable expenses) and include the 2.0% increase approved for top management as of March 30, 1998; year two expenses will include the 3% increase approved for top management as of March 29, 1999. Funding for this contract will be included in the City Council's operating budget for FY '99 and FY 2000.

Respectfully submitted,



CHRIS HOLDEN, Chair
Legislative Policy Committee

Prepared by:



Belinda Jacobs
Administrative Assistant to
the Mayor and City Council