

# Agenda Report

**TO:** City Council January 18, 2000  
**FROM:** Legislative Policy Committee  
**SUBJECT:** Renewal of Contract with H. B. Sandford, Inc.

## **RECOMMENDATION**

It is recommended that the City Council:

1. Approve a twelve-month contract renewal between the City of Pasadena and H. B. Sandford, Inc., for legislative advocacy from January 1, 2000 through December 31, 2000; 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 expired December 31, 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 you information.

The City's Affirmative Action in Contracting Ordinance automatically exempts legislative liaison 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 provision 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 on contracting ordinance.

If approved, the latest contract extension will expire on December 31, 2000, which will mark the end the 2000 legislative session. At that time Mr. Sandford plans to retire. Staff will then review the City’s legislative advocacy needs, develop a scope of services and solicit proposals for a new legislative advocacy contract.

### **FISCAL IMPACT**

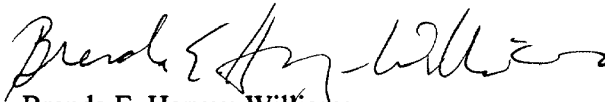
The twelve-month contract extension will total \$28,932 plus reimbursable expenses. Funds for this extension have been included in the Fiscal Year 2000 City Council Operating Budget.

Respectfully submitted,



BILL BOGAARD, Mayor

Prepared by:



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