

**CITY COUNCIL AGENDA ITEM**  
CITY OF SHORELINE, WASHINGTON

<b>AGENDA TITLE:</b>	Authorization for the City Manager to Execute a Contract for Federal Lobbying Services
<b>DEPARTMENT:</b>	City Manager's Office
<b>PRESENTED BY:</b>	Scott MacColl, Intergovernmental Programs Manager

**PROBLEM / ISSUE STATEMENT**

The City of Shoreline contracts for federal lobbying and advisory services each year. The City has contracted with The Johnston Group (and its predecessor APCO Worldwide) with proprietor Jake Johnston for the past few years. The contract with The Johnston Group has exceeded the \$50,000 aggregate limit for sole source professional services contracts and must therefore receive Council approval to renew the contract. The proposed contract terms are for a four-year contract (through 2013) with a yearly not-to-exceed dollar amount.

According to Shoreline Municipal Code 2.60.070(b), personal services contracts that are in aggregate over \$50,000 must have a formal Requests For Proposals (RFP) process or be granted a waiver by the city manager by one of three exceptions:

1. It is deemed in the best interest of the city to expedite the acquisition of services; or
2. It can be demonstrated that specialized expertise, experience or skill is needed for a successful outcome and outweighs potentially lower price proposals; or
3. A consultant has previously provided satisfactory service to the city related to the specific project, and has the qualifications to perform the scope of work.

City Manager Bob Olander is waiving the RFP process for this contract due to the following reason: the consultant has previously provided satisfactory service to the city related to the specific project, and has the qualifications to perform the scope of work. Mr. Johnston of The Johnston Group has performed federal lobbying and advisory services to the city in a more than satisfactory manner and is qualified to perform the scope of work required. Shoreline's contracting rules and procedures allow for the Council to grant authority to continue the contract for up to four years.

The proposed contract is for four years with a not-to exceed contract amount for each year of \$45,500. This contract allows for staff to renew the contract for four years before returning for Council approval, but provides staff the right to terminate at any time if necessary.

### **RECOMMENDATION**

Staff recommends that Council grant authority to the City Manager to sign the contract.

Approved By:      City Manager  City Attorney \_\_\_\_\_