



STAFF REPORT

DATE: August 8, 2022
TO: Sacramento Regional Transit Board of Directors
FROM: Devra Selenis, VP, Communications and Partnerships
SUBJ: AWARDING A CONTRACT FOR STATE LOBBYING SERVICES TO TOWNSEND PUBLIC AFFAIRS, INC.

RECOMMENDATION

Adopt the Attached Resolution.

RESULT OF RECOMMENDED ACTION

If the Board approves this action, SacRT will continue to have experienced representation at the state level to advance all surface transportation, transit funding, congestion management, clean air initiatives, and other relevant policy proposals.

FISCAL IMPACT

Townsend Public Affairs proposed a monthly retainer fee of \$7,500 per month (\$90,000 per year) for the base contract term of 3 years for a total contract consideration of \$270,000. The monthly retainer fee includes all reasonable business and travel expenses. The estimated breakdown per fiscal year is as follows:

<u>First Three Years</u>		<u>*Optional One 1-Year Period</u>	
FY23 (Sep 1 – Jun 30):	\$ 75,000	FY26 (Sep 1 – Jun 30):	\$75,000
FY24 (Jul 1 – Jun 30):	\$ 90,000	FY27 (Jul 1 – Aug 31):	\$15,000
FY25 (Jul 1 – Jun 30):	\$ 90,000		
FY26 (Jul 1 – Aug 31):	\$ 15,000		

*The contract would also include an option to increase the term by 1 additional year for an increase of \$90,000.

DISCUSSION

SacRT’s current state lobbying service contract expires on August 22, 2022. State funding and policies are critical to SacRT’s operations. SacRT benefits from a highly-qualified professional consulting firm based in the state of California to effectively represent SacRT’s legislative policy, regulatory, and appropriations interests at the state level.

SacRT staff released a Request for Quote (RFQ) on May 12, 2022 via PlanetBids with the following requirements: (1) identify and analyze pending state legislation, policies,

and regulations affecting SacRT and its interests; (2) assist SacRT in developing and carrying out strategies for advancing or opposing legislative proposals at the state legislative level that are beneficial or detrimental to SacRT and its programs; and (3) represent and advocate on behalf of SacRT through scheduled, extended or special legislative sessions and meetings, relevant state administrative, commission and agency hearings, meetings, or rule making proceedings and related interest group sessions.

Proposals were submitted electronically via PlanetBids on June 17, 2022, and evaluated using criteria established in the RFQ, including qualifications and experience, organizational staffing, methodology and work plan. The evaluation committee reviewed responsive proposals from Townsend Public Affairs, Khouri Consulting LLC, and Politico Group. After a thorough evaluation, Townsend Public Affairs was the top-ranked firm with a score of 259 out of 300 points possible. Procurement staff has determined the pricing proposal to be fair and reasonable and a Notice of Intent to Award was issued on July 14, 2022.

RESOLUTION NO. 2022-08-092

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

August 8, 2022

AWARDING A CONTRACT FOR STATE LOBBYING SERVICES TO TOWNSEND PUBLIC AFFAIRS, INC.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Contract for State Lobbying Services between Sacramento Regional Transit District, therein referred to as "SacRT," and Townsend Public Affairs, Inc. therein referred to as "Contractor," whereby Contractor agrees to provide state lobbying services, as further specified, for an amount not to exceed \$270,000 for a 3-year term, with an option to extend the term by 1 additional year, is hereby approved.

THAT, the Chair and General Manager/CEO are hereby authorized and directed to execute the Contract.

STEVE MILLER, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary