



County Executive Office

Memorandum

June 19, 2019

To: Clerk of the Board of Supervisors
From: Frank Kim, County Executive Officer
Subject: Exception to Rule 21

2019 JUN 20 PM 3:09
COUNTY OF ORANGE
CLERK OF SUPERVISORS
SL8E

The County Executive Office is requesting a Supplemental Agenda Staff Report for the June 25, 2019, Board Hearing.

Agency: County Executive Office
Subject: Authorize Request for Proposal for Federal Legislative Advocacy Services
Districts: All Districts

Reason for supplemental: The County Executive Office is requesting that this item be added to the June 25, 2019, Board agenda as a Supplemental Item in order to allow time to conduct a solicitation for Federal Legislative Advocacy services and return to the Board with a recommendation before the scheduled contract expiration on December 31, 2019. This Agenda Staff Report and attachments were finalized after the filing deadline to the Clerk of the Board.

Concur:

Chairwoman Lisa A. Bartlett, Supervisor, Fifth District

cc: Board of Supervisors
County Executive Office
County Counsel




SUPPLEMENTAL AGENDA ITEM AGENDA STAFF REPORT

MEETING DATE: 06/25/19

LEGAL ENTITY TAKING ACTION: Board of Supervisors

BOARD OF SUPERVISORS DISTRICT(S): All Districts

SUBMITTING AGENCY/DEPARTMENT: County Executive Office

DEPARTMENT HEAD REVIEW: 
Department Head Signature

DEPARTMENT CONTACT PERSON(S): Jessica Witt (714) 834-7250
Peter DeMarco (714) 834-5777

RECEIVED
JUN 20 PM 3:09
CLERK OF THE BOARD
COUNTY OF ORANGE

SUBJECT: Authorize Request for Proposal for Federal Legislative Advocacy Services

CEO CONCUR



CEO Signature

COUNTY COUNSEL REVIEW

No Legal Approval Required
Action



County Counsel Signature

CLERK OF THE BOARD

Discussion

3 Votes Board Majority

Budgeted: N/A

Current Year Cost: N/A

Annual Cost: N/A

Staffing Impact: No

of Positions: N/A

Sole Source: N/A

Current Fiscal Year Revenue: N/A

Funding Source: See Financial Impact Section

County Audit in last 3 years No

Prior Board Action: 11/22/2016 #44, 10/25/2016 #41

RECOMMENDED ACTION(S)

Authorize County Procurement Officer or authorized Deputy to conduct a new Request for Proposal solicitation for Federal Legislative Advocacy Services and direct County Executive Office to return with recommended action before November 30, 2019.

SUMMARY:

Authorizing the County Procurement Officer or authorized Deputy to conduct Request for Proposal solicitation and return with recommended action before November 30, 2019, will provide the County with critical advocacy representation before the United States Government.

BACKGROUND INFORMATION:

On October 25, 2016, your Board of Supervisors (Board) selected Potomac Partners DC to be the County's Federal Legislative Advocate and directed the County Purchasing Agent or authorized Deputy to enter into

negotiations and return to the Board with the proposed agreement for approval. On November 22, 2016, your Board authorized the County Purchasing Agent or authorized Deputy to execute a Contract with Potomac Partners DC to provide Federal Legislative Advocacy Services for a three-year period commencing on January 1, 2017, through December 31, 2019, and renewable for two additional years with Board approval for a cumulative total of \$1,285,000.

CEO requests authorization to direct the County Procurement Officer or authorized Deputy to conduct a new Request for Proposal (RFP) solicitation for Federal Legislative Advocacy Services. CEO will bring a recommended action to your Board before November 30, 2019, including a three-year contract with a two-year extension option to realign with future two-year legislative cycles.

Attachment A is the proposed RFP that will be issued with the Board's approval and the following expected timeline:

- July 15: RFP submitted via BidSync
- August 16: Deadline to return completed Proposals
- August-September: Evaluation of Proposals
- October-November: Negotiations/Board Approval of Recommended Contract Award

FINANCIAL IMPACT:

The Funding Sources for this contract will be:

- General Fund 017: 42%
- OC Flood Control District 400: 54%
- OC Parks 405: 2%
- John Wayne Airport 280: 2%

STAFFING IMPACT:

N/A

ATTACHMENT(S):

Attachment A - Request for Proposals for Federal Legislative Advocacy Services