

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF THE COUNTY OF SAN BERNARDINO
AND RECORD OF ACTION**

October 27, 2020

FROM

LEONARD X. HERNANDEZ, Chief Executive Officer, County Administrative Office

SUBJECT

Approve Amendment No. 3 to Federal Legislative Advocacy Contract with Potomac Partners

RECOMMENDATION(S)

Approve **Amendment No. 3** to **Contract No. 17-896** with Potomac Partners DC, LLC, to continue to provide federal legislative advocacy services, exercising the option to extend the contract from December 1, 2020 through November 30, 2021, and increasing the total contract amount by \$186,000.

(Presenter: Josh Candelaria, Governmental and Legislative Director, 387-4821)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

**Create, Maintain and Grow Jobs and Economic Value in the County.
Ensure Development of a Well-Planned, Balanced, and Sustainable County.
Pursue County Goals and Objectives by Working with Other Agencies.**

FINANCIAL IMPACT

Approval of this item will not require additional Discretionary General Funding (Net County Cost). Sufficient appropriation to fund the recommended contract extension of \$186,000 exists in the County Administrative Office 2020-21 budget, and will be included in future recommended budgets.

BACKGROUND INFORMATION

The County utilizes advocacy services at both the federal and state level to advance the County's legislative agenda for the benefit of County residents. On December 5, 2017 (Item No. 28), the County entered into an agreement with Potomac Partners DC, LLC (Potomac Partners) for federal advocacy services for a two year-period December 6, 2017 through November 30, 2019, with two one-year options to extend the contract term. On June 25, 2019 (Item No. 28), the Board of Supervisors (Board) approved Amendment No. 1 to this contract to increase the monthly retainer from \$12,500 to \$15,500 to include federal advocacy for the High Desert Corridor, with no change to the original contract term. On November 19, 2019 (Item No. 17), the Board approved Amendment No. 2 to the contract to continue to provide federal legislative advocacy services, exercising the option to extend the contract from December 1, 2019 through November 30, 2020 with one-year option to extend the contract, and no change to the annual cost. Approval of this item would exercise the last option to extend the contract.

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Potomac Partners is a full-service government affairs firm that provides representation with federal agencies, departments, and associations critical to ensure the County's legislative agenda is advanced. In coordination with the County Administrative Office, Potomac Partners will assist the County in implementing an effective federal advocacy strategy to increase funding opportunities and influence federal laws and policies as they relate to County priorities, programs and operations.

PROCUREMENT

Potomac Partners was selected to provide federal legislative advocacy services as a result of a competitive procurement. Per County Policy 11-04, competitive and non-competitive purchase of services where the annual aggregate cost, per scope of services per vendor, per agency, department or Board governed Special District does not exceed \$200,000 may be approved by the Purchasing Agent. However, this item is being presented to the Board for approval of the recommended contract extension.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Penny Alexander-Kelley, Chief Assistant County Counsel, 387-5455) on October 7, 2020, County Finance (Stephenie Shea, Administrative Analyst, 387-4919) on October 7, 2020; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on October 7, 2020.

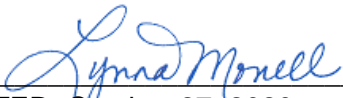
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Record of Action of the Board of Supervisors
County of San Bernardino

APPROVED (CONSENT CALENDAR)

Moved: Robert A. Lovingood Seconded: Josie Gonzales
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: October 27, 2020



cc: CAO - Candelaria w/agree
Contractor - C/O CAO w/agree
File - w/agree
CCM 11/5/2020