

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

February 10, 2026

FROM

LUTHER SNOKE, Chief Executive Officer, County Administrative Office

SUBJECT

Amendment to Contract with Potomac Partners DC, LLC for Federal Legislative Advocacy Services

RECOMMENDATION(S)

Approve **Amendment No. 3 to Contract No. 23-157** with Potomac Partners DC, LLC, for federal lobbying and legislative advocacy services, increasing the contract by \$704,400 plus travel expenses, from \$808,825 plus travel expenses to a total not to exceed amount of \$1,513,225 plus travel expenses, and extending the term by two years, for a new contract period of February 28, 2023, through February 27, 2028.

(Presenter: Leia Fletes, Deputy Executive Officer, 387-4280)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote and Fulfill the Countywide Vision.

Operate in a Fiscally-Responsible and Business-Like Manner.

Foster Sustainable Development Through Strategic Partnerships.

Provide for the Safety, Health and Social Service Needs of County Residents.

FINANCIAL IMPACT

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). The increase of \$704,400 plus travel expenses will be funded within the Finance and Administration's (Department) existing 2025-26 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

The County relies on advocacy services to advance the County's legislative agenda in Congress and with federal agencies. Approval of this item will authorize the County to extend the current contract with Potomac Partners DC, LLC (Potomac Partners) for an additional two years.

On February 28, 2023 (Item No. 28), as a result of Request for Proposal No. CAO123-CAO5-4697, the Board of Supervisors (Board) approved Contract No. 23-157 with Potomac Partners to provide federal legislative advocacy services, in an amount not to exceed \$480,000 plus travel expenses, from February 28, 2023 through February 27, 2025.

On February 25, 2025 (Item No. 16), the Board approved Amendment No. 1 to Contract 23-157 with Potomac Partners, increasing the contract amount by \$240,000 plus travel expenses, from \$480,000 plus travel expenses to a total not to exceed amount of \$720,000 plus travel

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expenses, and extending the term by one year, for a new contract period of February 28, 2023, through February 27, 2026.

On May 6, 2025 (Item No. 14), the Board approved adding subcontractor services to provide additional federal lobbying for the period of May 19, 2025 through February 27, 2026, and legislative advocacy services increasing the contract amount by \$88,825, from \$720,000 plus travel expenses to a total not to exceed amount of \$808,825 plus travel expenses.

Approval of this item will allow Potomac Partners to continue, as a policy advocacy firm, to focus on advancing County's agenda in federal legislation, to assist County staff with community project funding process and coordinate visits by County elected officials and staff to Washington, D.C. for an additional two years.

The contract with Potomac Partner may be terminated by the County without cause with 30 days' written notice.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Julie Surber, Principal Assistant County Counsel, 387-5455) on January 21, 2026; and County Finance and Administration (Erika Rodarte, Administrative Analyst, 387-4919) on January 23, 2026.

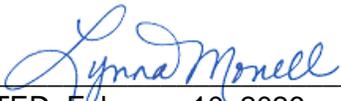
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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Curt Hagman Seconded: Joe Baca, Jr.
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY  _____
DATED: February 10, 2026



cc: CAO - Fletes w/agree
 Contractor - c/o CAO w/agree
 File - w/agree
CCM 02/12/2026