



City of San Antonio

Agenda Memorandum

File Number:20-4664

Agenda Item Number: 12.

Agenda Date: 8/18/2020

In Control: Audit and Accountability Committee

**CITY OF SAN ANTONIO
GOVERNMENT & PUBLIC AFFAIRS DEPARTMENT
Interdepartmental Correspondence**

TO: Erik Walsh, City Manager

FROM: Jeff Coyle, Director of Government & Public Affairs

COPIES: Audit and Accountability Committee; Ben Gorzell, CPA, Chief Financial Officer; Carlos Contreras, Assistant City Manager; Kevin Barthold, City Auditor; Troy Elliott, CPA, Deputy Chief Financial Officer

SUBJECT: Post-Solicitation Briefing for State Representation Services

DATE: August 18, 2020

For almost 40 years, the City of San Antonio has contracted professional services for State Representation to supplement the City's state legislative advocacy efforts and to advance and protect the City's community interests in Austin, Texas. Challenging budget constraints and the political environment make it imperative for local communities to have strong advocates at the state level. Consultants enhance the City's ability to communicate with elected officials on key legislative issues affecting our neighborhoods and most importantly, they provide strategic advice and planning to maximize our community's efforts to secure passage or funding for the City's priority initiatives. The City seeks to award contracts to multiple firms for the upcoming legislative session.

On February 12, 2020, a Request for Qualifications (RFQ) was released and advertised in the San Antonio Express News and the Austin American Statesman. The total estimated value of all recommended contracts is \$1,350,000 with a 1-year term with two 1-year options to renew.

A total of eight (8) proposals were received on March 30, 2020, and deemed eligible for evaluation. The evaluation committee representatives were Carlos Contreras, Assistant City Manager; David McCary, Assistant City Manager; Jeff Coyle, Director, Government & Public Affairs Department; Christine Wright, State Legislative Manager, Government & Public Affairs Department; and Hillary Lilly, Government Affairs Coordinator, San Antonio River Authority.

The evaluation committee met to discuss proposals on July 17, 2020, and finalized initial scoring on July 21, 2020. The committee short-listed the top six (6) respondents for interviews. The committee reconvened on July 31, 2020, for interviews which were followed by final discussion and scoring. The committee recommends awarding contracts to the top five (5) highest ranked respondents.

This item is scheduled for Council consideration on September 3, 2020.