

## City Council – Action Request Form

**Date:** December 13, 2021

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**To:** Mayor, Mayor Pro Tempore, and Members of the City Council

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**From:** Scott Tesh, Budget and Performance Management Director  
Meridith J. Martin, Deputy Director of Budget and Performance Management

**Council Action Requested:**

Resolution Awarding Contract for Federal Legislative and Lobbying Consulting Services

**Strategic Focus Area:** Service Excellence

**Strategic Objective:** Ensure Service Delivery Efficiency and Effectiveness

**Strategic Plan Action Item:** No

**Key Work Item:** No



**Summary of Information:**

The City of Winston-Salem has had a federal lobbying contract since January 2005 when the Mayor and City Council authorized entering into an agreement with a consulting firm that specializes in assisting local governments in obtaining federal funding for priority projects. To ensure the City receives the best possible value for its investment, staff solicited proposals from federal legislative and lobbying firms to be able to evaluate the services.

The City requested proposals from qualified organizations with a scope of services that included duties such as developing an annual Federal Action Plan for the City, identifying and aggressively acting to obtain funding, providing notices for federal grant opportunities, establishing materials and scheduling meetings with key federal contacts and officials, and providing federal advocacy advice proactively and in reaction to requests from the City.

City/County Purchasing issued a Request for Proposals (RFP) to provide Federal Legislative and Lobbying Consulting Services with proposals received on October 22, 2021, from Strategics Consulting, LLC, located in Clemmons, NC, and McGuireWoods Consulting, LLC, located in Washington, D.C.

**Committee Action:**

<b>Committee</b>	<u>Finance 12/13/21</u>	<b>Action</b>	<u>Approval</u>
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<b>For</b>	<u>Unanimous</u>	<b>Against</b>	<u></u>
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**Remarks:**

Based upon the evaluation panel's assessment, it is recommended that a contract for Federal Legislative and Lobbying Consulting Services per the prices offered in the RFP be awarded to Strategics Consulting, LLC, in the initial contract amount not to exceed \$90,000 annually. Terms of the RFP reserve the right for the City to extend this service contract for as many as four additional 12-month periods, if both parties agree and funds are made available for that purpose, for a potential total estimated contract value of \$450,000.

M/WBE comment: Notifications were sent to all local M/WBE and area HUB businesses on a weekly basis. The bid opportunity was advertised on the City and State of NC Purchasing websites. See Exhibit A for a complete list of businesses notified of this bid and the workforce demographics of the recommended vendor.