

City Council – Action Request Form

Date: December 12, 2022

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

From: Angela I. Carmon, City Attorney
Shantell McClam, Purchasing Director

Council Action Requested:

Resolution Awarding Contract for State Legislative and Lobbying Consulting Services

Strategic Focus Area: Economic Vitality and Diversity

Strategic Objective: No

Strategic Plan Action Item: No

Key Work Item: No



Summary of Information:

During the 2016 Short Session of the North Carolina General Assembly (“General Assembly”), the City, as part of a pilot program, retained the lobbying services of McGuire Woods Consulting, LLC (“McGuire Woods”) which firm has since demonstrated, clearly, its capacity to carry forward, successfully, the City’s legislative priorities and provide information and feedback on a “real time” basis to the Forsyth County Legislative Delegation regarding other legislation of interest to the City. The City renewed said contract several times thereafter. Since that time, McGuire Woods has helped the City navigate, amongst other things, its affordable housing legislation through the General Assembly and obtain \$10 million dollars in funding to support said effort.

City/County Purchasing issued a Request for Proposal (RFP) to provide State Legislative and Lobbying Consulting services with proposals received on December 1, 2022, from McGuire Woods Consulting LLC located in Raleigh, NC and KTS Consulting LLC, located in Winston-Salem, NC.

Committee Action:

Committee

Action

For

Against

Remarks:

Based upon the evaluation panel's assessment, it is recommended that the contract for State Legislative and Lobbying Consulting Services per the prices offered in the RFP be awarded to McGuire Woods Consulting LLC. McGuire Woods received the highest overall score due to their experience, prior accomplishments, proposed fees and consulting methodology.

The attached resolution, which is recommended for your approval: (1) authorizes the City Manager to execute a contract with McGuire Woods Consulting LLC for State Legislative and Lobbying Consulting Services for the 2023 Session of the General Assembly in an amount not to exceed \$50,000 and (2) permits the City Manager to execute a contract for up to 4 additional 12-month periods provided funds are in the budget and the City is satisfied with the services.

M/WBE comment: Notifications were sent to all local M/WBE and area HUB businesses. 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.