



## Cover Memorandum/Staff Report

File #: 21-1236

Agenda Date: 12/7/2021

Item #: 6.P.1.

**TO: Mayor and Commissioners**  
**FROM: Terrence R. Moore, ICMA-CM**  
**DATE: December 7, 2021**

APPROVAL OF RESOLUTION NO. 161-21 TO AWARD AN AGREEMENT TO BALLARD PARTNERS, INC. FOR STATE LEGISLATIVE LOBBYING SERVICES - \$180,000 FOR THE INITIAL THREE-YEAR TERM

### **Recommended Action:**

Motion to approve Resolution No. 161-21 to award an Agreement to Ballard Partners, Inc. for State Legislative Lobbying Services in the estimated amount of \$180,000 through January 5, 2025, and authorize the City Manager to approve renewal options, in the amounts below, contingent on appropriations of funds.

### **Background:**

On October 6, 2015, City Commission approved an agreement with Ballard Partners, Inc. for State legislative lobbying services to perform State legislative representation and related lobbyist support services to advance the City of Delray Beach's approved legislative plan. The City has exercised all renewal options with the current agreement with Ballard Partners, Inc. for State lobbying and advocacy services. The current contract was administratively extended and now expires on January 5, 2022. Lobbying Services are expressly exempted from the competitive procurement process pursuant to "Exceptions" Section (B)(iv) of the City's Purchasing Policies and Procedures Manual. The term of the Agreement will be for three-years with the option to renew for three additional one-year periods.

Should the City exercise the renewal options provided in the Agreement, the cumulative Agreement value is provided below.

Estimated Contract Value		
Contract Term	January 6, 2022 thru January	\$180,000
Renewal Term 1	January 6, 2025 thru January	\$60,000
Renewal Term 2	January 6, 2026 thru January	\$60,000
Renewal Term 3	January 6, 2027 thru January	\$60,000
Total Estimated Contract Value:		\$360,000

The acquisition of service is in compliance with the Code of Ordinances, Chapter 36 and City Policies and Procedures.

### **City Attorney Review:**

Approved as to form and legal sufficiency.

**Funding Source/Financial Impact:**

Funding is available from Account No. 001-11-000-511-34.90 Other Contractual Services.

**Timing of Request:**

The current contract extension with Ballard Partners, Inc. expires on January 5, 2022.