



COMMISSION MEMORANDUM

TO:	Honorable Mayor and Members of the City Commission
FROM:	Rickelle Williams, Interim City Manager
DATE:	June 26, 2024
TITLE:	REQUEST APPROVAL TO ISSUE REQUEST FOR QUALIFICATIONS (RFQ) NO. 2024-413-WG STATE LEGISLATIVE CONSULTING SERVICES. (FINANCE)

RECOMMENDATION

It is recommended that the Mayor and City Commission of the City of Miami Beach, Florida, authorize the issuance of Request for Qualifications (RFQ) 2024-413-WG for State Legislative Consulting Services.

BACKGROUND/HISTORY

On October 29, 2021, the City entered into an Agreement with Ronald L. Book, P.A., pursuant to RFQ 2021-136-WG for State Legislative Consulting Services. The Agreement had an initial term of two (2) years with two (2) additional one-year renewal terms at the sole discretion of the City Manager. The first of two Agreement renewal terms is scheduled to expire on October 24, 2024.

At the March 13, 2024 Commission meeting, a referral to the Finance and Economic Resiliency Committee (FERC) was approved to discuss taking action/allocating funding for new or additional lobbyist(s) to advocate for the City for the 2025 legislative session.

On April 9, 2024, FERC discussed the funding for new or additional state lobbying efforts to advocate for the City for the 2025 Florida legislative session. FERC recommended to have this item heard at Commission with a favorable recommendation to procure additional State Legislative Consulting Services to be ready for the 2025 legislative session.

At the May 15, 2024 Commission meeting, the Mayor and City Commission approved the FERC recommendation to procure additional State Legislative Consulting Services. As a result, the Administration requests approval to issue Request for Qualifications (RFQ) 2024-413-WG for State Legislative Consulting Services.

ANALYSIS

Through the RFQ, the City seeks proposals from qualified firms or individuals to enter into agreement(s) with for consulting and lobbying services on the City's behalf. The goal is to represent the City before State agencies in Tallahassee, Florida. This representation shall aim to influence legislation and capture revenues available to local government. Additionally, the City seeks assistance in identifying, applying for, and receiving competitive grants, earmarks, and other discretionary funding. The funding may include, but is not limited to, areas such as transportation, community and economic development, environmental matters, beach re-nourishment, infrastructure improvement, hurricane recovery efforts, housing and urban development, homeless programs, intermodal programs, and any other areas of interest to the City.

Consultant(s) shall provide the following scope of work:

- A. Confer with the City on all organizational planning and program activity that affects the city's ability to make the best use of State programs.
- B. Maintain liaison with the City's legislative delegation and assist in any matter that the City determines is in its best interest, growing relationships and collaborating with various parties involved with clients' programs.
- C. Counsel the City regarding appearances by City personnel before the State of Florida and State administrative agencies and will assist the City and its personnel in negotiations with administrative agencies concerning City projects requiring State assistance and cooperation.
- D. Assist the City in reviewing executive proposals, legislation under consideration, proposed and adopted administrative rules and regulations, and other developments for the purpose of advising the City of those items mutually agreed upon that may have a significant bearing on the City's policies or programs.
- E. Communicate and coordinate with other lobbyists representing interests that are consistent with those of the City in obtaining the goals and objectives of the City.
- F. Assist in contacting State agencies on the City's behalf when City funding applications are under consideration by such agencies.
- G. Provide monthly reports detailing activities and legislative services provided on behalf of and for the benefit of the City in the previous month.
- H. Provide interim reports on an as-needed basis addressing matters of City involvement, concerns, interest, and particular projects identified for pursuance on behalf of the City.
- I. Review, identify, and monitor federal legislative, executive, and regulatory policy changes or developments to advise the City on those that may significantly affect City policies, funding, and programs.

The scope of work and requirements of the RFQ are more fully defined in the RFQ, which is attached as Attachment A.

Following the receipt of proposals, an Evaluation Committee will review proposals in accordance with the criteria established in the RFQ.

FISCAL IMPACT STATEMENT

In consideration of the Services to be provided, the City shall pay the Consultant(s) an annual fee paid in equal monthly installments. The Administration will present for consideration during the FY 2025 Budget process an enhancement of \$53,000.00 to cover these additional Legislative Consulting Services. The current established annual fee is approximately \$107,000.00 and is equally split by two (2) firms, Ronald L. Book, P.A. as the prime contractor and Rutledge & Ecenia, P.A., which serves as a subcontractor.

It is not anticipated that grant funding will be utilized for this project.

Does this Ordinance require a Business Impact Estimate? (FOR ORDINANCES ONLY)

The Business Impact Estimate (BIE) was published on . See BIE at:
<https://www.miamibeachfl.gov/city-hall/city-clerk/meeting-notices/>

FINANCIAL INFORMATION

GL 011-0310-000312-10-400-579. Presently \$107,000.00

CONCLUSION

It is recommended that the Mayor and Commission of the City of Miami Beach, Florida, authorize the issuance of RFQ 2024-413-WG State Legislative Consulting Services.

Applicable Area

Citywide

Is this a "Residents Right to Know" item, pursuant to City Code Section 2-17?

No

Is this item related to a G.O. Bond Project?

No

Was this Agenda Item initially requested by a lobbyist which, as defined in Code Sec. 2-481, includes a principal engaged in lobbying? No

If so, specify the name of lobbyist(s) and principal(s):

Department

Procurement

Sponsor(s)

Co-sponsor(s)