



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: CEO
Department No.: 012
For Agenda Of: December 17, 2019
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Mona Miyasato, County Executive Officer
Director(s)
Contact Info: Terri Nisich, Assistant CEO, 568-3400
SUBJECT: **Federal Advocate Contract Renewal (Thomas Walters, Inc.)**

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors

- A. Approve and authorize the Chair to execute the attached Agreement for Services of Independent Contractor with Thomas Walters and Associates, Inc. to provide Federal advocacy services for the period of January 1, 2020 to December 31, 2021 for a total amount not to exceed \$195,700 for a two-year term; and

- B. Determine that the above action is not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(4) because it consists of the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

Summary Text:

In January 2018, the Board of Supervisors entered into a two year contract for federal advocacy services with Thomas Walters and Associates, Inc., which expires on December 31, 2019. It is recommended that the Board enter into a new two-year contract with the firm for federal advocacy services, including advocating for funding of the projects articulated within the County's annual legislative platform.

Background:

Thomas Walters & Associates, Inc. was originally awarded a contract for federal advocacy services in December 2006 upon the completion of a competitive selection process. For the first two years of service the contract was renewed annually and ultimately, a three-year contract was awarded in 2008 and renewed in 2012. During this time, Thomas Walters and Associates, Inc. has served as the County’s liaison to Congress and federal agencies, advocating on behalf of the County on a variety of funding legislative and policy issues. The firm has facilitated meeting with federal representatives and agencies, participating in monthly Legislative Program Committee meetings, monitored legislative bills and the federal budget and researched various issues that have emerged that fall under the guidelines of the County’s legislative platform.

Performance Measure:

The performance of Thomas Walters & Associates as the County’s Washington, DC representative will be assessed based on feedback obtained from members of the County Board of Supervisors, County department directors and the County’s elected representatives, as well as success in advocating for projects and programs and facilitating coordination and regulatory issues between federal agencies and the County. Over the last two ears, the firm has continued to successfully advocate on behalf of Santa Barbara County on a wide range of funding and policy issues that have contributed additional funding or savings for County programs and projects.

Fiscal and Facilities Impacts:

Budgeted: Yes **Fiscal Analysis:** The total contract cost for Thomas Walters and Associates, Inc. for a two-year term will be a maximum of \$195,700.00 (\$97,850 per year), inclusive of all costs, including travel to Santa Barbara County, Communications, Shipping, and other overhead , both in Washington, DC and California).

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund		\$ 97,580.00	
State			
Federal			
Fees			
Other:			
Total	\$ -	\$ 97,580.00	\$ -

Key Contract Risks:

The County of Santa Barbara has significant experience with Thomas Walters and Associates, Inc. and there have been no significant issues. The contract has low risk.

Staffing Impacts: None

Special Instructions:

Clerk of the Board to forward one fully executed original contract and minute order to: County Executive Office, Attn.: Kathie Cisek

Attachments:

Attachment A: Agreement for Services of Independent Contractor with Thomas Walters

Authored by:

Wesley Welch

cc:

Thomas Walters and Associates, Inc.