



Staff Report

TO: City Council
FROM: Kyle Warsinski, Economic Development Manager
DATE: July 7, 2020
SUBJECT: **Amendment No. 1 to the Professional Services Agreement with Townsend Public Affairs**

Background and Analysis:

On April 17, 2018, the City of Beaumont entered into a 39-month agreement with Townsend Public Affairs covering the remainder of Fiscal Year 2017-18 and the next three fiscal years ending June 30, 2021. The total cost of these services is \$4,000 per month totaling \$156,000 over the term of the contract.

Townsend Public Affairs provides the City professional lobbyist services at both the State and National level, provides weekly legislative updates, identifies current and future grant opportunities, and aids City staff on applying for grants.

Due to the budget constraints for Fiscal Year 2020-21, the City chose to appropriate the funds related to this contract to other priority budget items. Staff has reached out to Townsend Public Affairs to explain the need to terminate the contract for these services.

Townsend Public Affairs was understanding of the City's situation and offered an amendment to the professional services agreement (Attachment A) in order to continue working with the City through Fiscal Year 2020-21. Key elements of the amendment are as follows:

- The monthly fee is changed to \$0 per month for the period of July 1, 2020 through June 30, 2021;
- The scope of services will solely include State and Federal Lobbyist Services and will be amended to exclude Grant Writing and Funding Advocacy Services; and
- All other terms and conditions of the Agreement, except as set forth herein, shall remain in full force and effect.

Fiscal Impact:

The proposed amendment will result in a cost savings of \$48,000 for Fiscal Year 2020-21.

Recommended Action:

Approve Amendment No. 1 to the Professional Services Agreement with Townsend Public Affairs for state and federal lobbyist services.

Attachments:

- A. Amendment No. 1 to the Professional Services Agreement with Townsend Public Affairs.