



RESOLUTION NO. _____

BOARD LETTER APPROVAL

A handwritten signature in black ink, appearing to read 'Janisse Quinones', is positioned above a horizontal line.

JANISSE QUINONES

Chief Executive Officer and Chief Engineer

DATE: September 11, 2024

SUBJECT: Approval of Agreement No. 47850 for State Legislative Consulting Services for Water and Power Utility with KP Public Affairs, LLC

SUMMARY

The proposed Agreement No. 47850 (Agreement) is to provide State Legislative Consulting Services for water and power utility advocacy for a period of one year and for an amount not to exceed \$260,000 (budgeted). The Agreement is the result of a competitive solicitation under Request for Proposal (RFP) No. 90783.

KP Public Affairs, LLC (KP) will assist LADWP by providing advocacy on legislative, administrative, and regulatory policy that could benefit or negatively impact LADWP. Additionally, the Consultant will provide grant writing services on a Task Order basis.

KP's deep-rooted and continuing relationships with key policymakers ensures that LADWP will have input during the legislative process to protect and further LADWP's ability to provide water and power to the residents and businesses of the City of Los Angeles (City) in a safe, reliable, cost-effective and environmentally responsible manner. The Agreement meets a time-sensitive and critical need for the Department, as the current State Legislative Consulting contract is set to expire in September of 2024 and will leave a gap in critical services if a new contract is not in place. LADWP also works in direct collaboration with KP in our current pursuit of millions of dollars in state grant funding opportunities. KP will produce a written bi-annual report detailing all work completed by KP and any associated subcontractors, and this report will be reviewed in consultation with the City Attorney.

City Council approval is not required.

RECOMMENDATION

It is recommended that the Board of Water and Power Commissioners adopt the attached Resolution authorizing execution of the Agreement.

ALTERNATIVES CONSIDERED

The use of existing employees was considered. However, this alternative is not viable. Lobbyists have extensive networking contacts as well as expertise and long-standing relationships with key decision makers in the state Capitol. Additionally, lobbyists possess in-depth knowledge of the state legislative process and have access to influential policymakers.

FINANCIAL INFORMATION

The Agreement is for a term of one year for a budgeted amount not to exceed \$260,000.

BACKGROUND

LADWP staff, working with the Mayor's Office, requires advice and assistance in developing and executing effective State legislative, regulatory and administrative strategies to protect and advance LADWP's interest. LADWP requires expertise, specialization, and fluency in the areas of power, water and utility regulation. The nature of the advocacy work called for by the LADWP requires the day-to-day services of registered, experienced lobbyists in Sacramento to advocate and further the strategies and policies of LADWP and the City.

To ensure no lapse in services between the current Agreement No. 47658 for State Legislative Consulting Services ending September 22, 2024 and the execution of this replacement Agreement No. 47850, a one-month contract for these services was executed by Supply Chain Services for a not-to-exceed amount of \$21,500.

KP Public Affairs has performed satisfactorily on previous agreements for legislative consulting services.

ENVIRONMENTAL DETERMINATION

Determine item is exempt pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15060(c)(3). In accordance with this section, an activity is not subject to CEQA if it does not meet the definition of a project. Section 15378(b)(4) states that 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 do not meet that definition. Therefore, the agreement for state legislative consulting services for water and power utility advocacy is not subject to CEQA.

CITY ATTORNEY

The Office of the City Attorney reviewed and approved the Agreement and Resolution as to form and legality.

ATTACHMENTS

- Procurement Summary
- Resolution
- Agreement

PROCUREMENT SUMMARY

1.	Recommended Vendor(s): KP Public Affairs
2.	Procurement Type: Request for Proposal (RFP)
3.	Procurement Details: A. Contract Status: Replacement B. Bid Advertisement Date: May 9, 2024 C. Pre-Bid Conference Date: May 16, 2024 D. Bid/Proposal Due Date: June 7, 2024 E. Number of Downloads of Solicitation: 34* F. Number of Bids/Proposals Received: 1 G. Protest Received: No
4.	Buyer Assigned: Jose Carlos
5.	Contract Administrator: Alexandra Briseno
6.	LADWP System/Division: Joint / Legislative and Intergovernmental Affairs
7.	Contact Person for Item: Alexandra Briseno

*Note: Downloads do not necessarily accurately reflect unique vendor interests as multiple individuals in an organization can download solicitations.

A. Evaluation Rating Summary of Proposals

Criteria	Maximum Score	KP Public Affairs
SBE/DVBE Participation Program Requirements	Pass/Fail	Pass
Financial Resources and Responsibility	Pass/Fail	Pass
Compliance with Minimum Requirements	Pass/Fail	Pass
Compliance with Mandatory Requirements	Pass/Fail	Pass
Proposer's Qualifications and Experience	20%	15.3
Proposer's Past Performance Questionnaire	5%	2.5
Organizational/Management Approach to the Work	10%	6.3
Qualifications of Key Personnel and Key Personnel References	10%	6.3
Technical Approach	25%	17.5
Compliance Matrix to Technical Requirements	5%	3.3
Fee Schedule (Cost)	25%	25
Total	100%	76.2

B. Evaluation of Proposal

Although three firms attended the Pre-Proposal Conference and two firms submitted a Notice of Intent to Propose, Supply Chain Services only received one proposal. Therefore, a survey was sent to firms who expressed interest and downloaded the RFP. The following is a summary of their responses:

Potential Proposer	Reason for not submitting proposal
EKN Engineering	Due to minimum requirement of having a full-time team member lobbying in the state capital.

Innovation Consulting	Not able to find a Prime to submit proposal with.
Rojas Public Affairs	This firm submitted a Notice of Intent to Propose and claimed they submitted a proposal in eRSP. However, the eRSP system did not show a record of receipt, and the firm was unable to produce one.
SDP Digital	Scope of Work not aligned with services provided.
The CrisCom Company	Due to minimum requirement of having an office in Sacramento.
Zodiaque Consultants	Confounding stringent requirements for a small business

KP Public Affairs was the only proposer, and their proposal was evaluated by a three-member team.

The pricing submitted by KP Public Affairs was determined to be fair and reasonable based upon market research.

C. Procurement History

Service/Item History – Number of Times Item or Service has been Procured During the Past 10 Years					
Contract/ PO No.	Contractor	Term of Contract	Start Date	Ending Date	Contract Amount
47568 0	KP Public Affairs	5 Years	09/23/2019	09/22/2024	\$1,086,000
47392-6	KP Public Affairs	3 Years 6 Months	04/18/2016	10/17/2019	\$635,000
47123-3	KP Public Affairs	3 Years	12/14/2012	12/03/2015	\$1,044,000

Vendor Experience – Number of Contracts Vendor had with LADWP During the Past 10 Years					
Contract/ PO No.	Contract Description	Term of Contract	Start Date	Ending Date	Contract Amount
47568-0	State Legislative Consulting Services	5 Years	09/23/2019	09/22/2024	\$1,086,000
47392-6	State Legislative Consulting Services	3 Years 6 Months	04/18/2016	10/17/2019	\$635,000
47123-3	State Legislative Consulting Services	3 Years	12/04/2012	12/03/2015	\$1,044,000

D. Local Business Preference Program (LBPP)

The LBPP was included in this Agreement. However, LBPP was not a determining factor in the evaluation and recommendation of award for this Agreement.

E. Additional Outreach Efforts Taken

In addition to the original bid list, the following outreach efforts were taken:

- The RFP was posted on LADWP's Electronic Request-Solicit-Procure (eRSP) website and the City of Los Angeles Regional Alliance Marketplace for Procurement (RAMPLA) website.
- A Pre-Proposal meeting related to this solicitation was held on May 16, 2024.

F. Small Business Enterprises (SBE)/Disabled Veterans Business Enterprises (DVBE)/Minority Business Enterprises (MBE)/Women Business Enterprises (WBE)/Other Business Enterprises (OBE) Participation

The minimum mandatory SBE/DVBE participation requirement set for this contract was 5 percent. KP Public Affairs committed to an overall SBE/DVBE participation of 17 percent.

SBE PARTICIPATION			
Name	Description of Work	Dollar Amount	%
Law Offices of Alberto Torrico	Lobbying Services	TBD	17%
SBE Total:		TBD	17%