



Office of the City Manager

CONSENT CALENDAR
September 11, 2007

To: Honorable Mayor and
Members of the City Council

From: *PK* Phil Kamlarz, City Manager

Submitted by: Lisa Caronna, Deputy City Manager, Office of the City Manager

Subject: Contract: Lynn M. Suter & Associates

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute a contract and any amendments with Lynn M. Suter & Associates to provide the City with legislative representation services in Sacramento from July 1, 2007 to June 30, 2008, in an amount not to exceed \$49,970.

FISCAL IMPACTS OF RECOMMENDATION

The contract fee for Lynn M. Suter & Associates is an annual total of \$49,970 for FY 2007-08, to be paid in equal monthly installments. In addition, the City will reimburse Lynn M. Suter & Associates on a quarterly basis for expenses directly attributable to advocacy efforts on behalf of the City. Budget Code 010 9701 410 3038.

CURRENT SITUATION AND ITS EFFECTS

Lynn M. Suter & Associates has provided services to the City of Berkeley as a legislative representative in Sacramento. The relationship has afforded the City better access to activities, processes, and funding opportunities in the State capitol.

As Berkeley's advocate in Sacramento, Ms. Suter acts as a liaison with the State legislature, departments and regulatory agencies. She and her staff regularly monitor State legislation, which affects the City; advocates amendments to legislation in accordance with City positions approved by the City Council; represents Berkeley's interests to State administrative agencies; and works for the City's benefit in the State budget process.

Further, Ms. Suter's office informs the City about new legislation and amendments through written updates and coordinates with Berkeley's State Assembly and Senate offices to track on-going topics of legislative interest and act on behalf of the City in urgent matters. Ms. Suter and her staff use the Council-adopted positions on State legislation as the foundation for an organized plan in her contact with State legislators and other State officials. Upon adoption by the Council, these positions are sent to Ms. Suter's office, so she and her staff can act in the most effective way to communicate Berkeley issues in Sacramento.

RATIONALE FOR RECOMMENDATION

The State legislative support process is an intricate and complicated one and having the services of an experienced and successful advocate is essential to safeguard City positions. Ms. Suter has long been associated with Berkeley and has longstanding and successful relationships with legislators, State department officials and staff at the regulatory agencies. Her work on Berkeley's behalf has been critical to the success of many state-funded programs in Berkeley and in maintaining a steady conduit of information from the State capitol.

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

Lisa Caronna, Deputy City Manager, Office of the City Manager, 510-981-7000

Attachments:

1. Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT: LYNN M. SUTER & ASSOCIATES, LEGISLATIVE REPRESENTATION SERVICES IN SACRAMENTO

WHEREAS, the City of Berkeley needs to have representation in the State Capitol of Sacramento; and

WHEREAS, the legislative development and support process is an intricate, complicated system that warrants technical assistance; and

WHEREAS, Berkeley needs to have the means to monitor the development of new legislation that affects the City and appropriately communicate official City positions in Sacramento; and

WHEREAS, the City needs an established link to track on-going legislative and budget processes in the State Capitol; and

WHEREAS, the firm of Lynn M. Suter & Associates has served well in the capacity of the City's legislative advocate for over ten years; and

WHEREAS, funds are available in budget code 010-9701-410-3038.

NOW THEREFORE, BE IT RESOLVED that the Council of the City of Berkeley authorizes the City Manager to execute a contract and any amendments with Lynn M. Suter & Associates, in an amount not to exceed \$49,970, CMS No. XULAM, for the period July 1, 2007 to June 30, 2008. A record signature copy of said contract and any amendments to be on file in the Office of the City Clerk

