

**AUTHORIZATION FOR
AGREEMENTS, MOUs, OR
OTHER DOCUMENTS OBLIGATING
THE CITY**

All contracts, agreements, grant agreements, memoranda of understanding, or any document obligating the city (with the exception of purchase orders), requires the completion of this form. The City Manager will sign these documents after all other required information and signatures are obtained.

Document: Professional Services Amendment with Public Affairs Counsel

Date: June 14, 2023

Statement of Purpose: Amend contract with Public Affairs Counsel, for state legislative affairs services.

Department Head Signature: _____

Remarks, if any: _____

City Attorney Review and Signature: See attached e-mail dated 6/28/23 Date: _____

Other Signatures as Requested by the City Attorney: _____

| | Signature | Name/Position |
|------------------------------------|--|---------------|
| Budget Confirmed: | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> | Date: _____ |
| Certificate of Insurance Attached: | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/> | |
| City Council Approval Needed: | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | Date: _____ |

After all the above requested information is complete and signatures obtained, return this form, along with the original document to the City Manager for signature. No documents should be executed prior to the City Manager's approval as evidenced by signature of this document.

City Manager Signature: _____

Date: 6-30-23

Once all signatures and certificates of insurance have been obtained, return this document, along with the original, fully-executed agreement, MOU, or other document to the City Recorder. A copy of grant agreement and all project funding documents, must be forwarded to the Finance Department for tracking and audit purposes.

City Recorder Signature: _____

Date: _____

Date posted on website: _____

Aaron Collett

From: David Allen
Sent: Wednesday, June 28, 2023 6:14 PM
To: Aaron Collett
Subject: Re: PAC and Water Strategies contract amendments

You can use this e-mail to confirm review for the sign-off forms for the amendments to the professional services agreements with Public Affairs Counsel and Water Strategies (w/ revised SOW from Water Strategies as noted below). --David

From: David Allen
Sent: Wednesday, June 28, 2023 10:47 AM
To: Aaron Collett
Subject: Re: PAC and Water Strategies contract amendments

Attached are contract amendments for review/signatures (used the Word version from Dig Deep amendment below). Also attached is SOW from PAC which is the attachment to the PAC amendment. The attached SOW from Water Strategies should only include up through sections 1-2 on page 1 with no signature lines. Once that change is made, it will be the attachment to the Water Strategies amendment. --David

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AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF NEWPORT AND PUBLIC AFFAIRS COUNSEL, INC.

THIS AMENDMENT is to the above-described agreement dated June 29, 2022 between the City of Newport, a municipal corporation of the State of Oregon ("City"), and PUBLIC AFFAIRS COUNSEL, INC. ("Consultant").

WHEREAS, the above-described agreement ("Agreement") provides, in part, that the agreement may be extended by mutual agreement of the parties; and

WHEREAS, Consultant is providing services related to state legislative affairs advocacy; and

WHEREAS, the parties desire to extend the Agreement until June 30, 2024, and to enter into a scope of work for fiscal year 2023-2024.

NOW, THEREFORE, the parties agree to amend the Agreement, as provided for in section 27, as follows, effective on the date of the last signature below:

1. The Agreement is hereby extended until June 30, 2024.
2. The Scope of Work and fee w/payment schedule for the Agreement is hereby amended to include the attached document for fiscal year 2023-2024 in the amount of \$54,000.
3. This Amendment may be executed in counterparts and a signed copy transmitted by facsimile or other electronic means, each of which will be deemed an original, but all of which taken together will constitute one and the same agreement.

Except as expressly set forth herein, all provisions of the Agreement shall continue and remain in full force and effect.


CITY OF NEWPORT

PUBLIC AFFAIRS COUNSEL, INC.

Spencer R. Nebel, City Manager

JAMES L. WILSON, PRESIDENT

Print name and title



Signature



Signature

6-30-23

Date

6/29/23

Date



City of Newport

Response to Request for Lobbying and State Government Affairs

June 26, 2023

2023-24 Scope of Work

Public Affairs Counsel (PAC) employs a full team of talented professionals to engage in legislative and regulatory advocacy and counsel, Ways & Means funding requests, and bill and issue tracking.

Public Affairs Counsel now has a successful history of advocating for the City of Newport on both legislative and budget requests.

Public Affairs Counsel proposes the following scope of services for 2023-24:

- Coordination of state government affairs activities
 - Issue/bill tracking and monitoring for City related to dam legislation, related water policy legislation, and funding opportunities for the City;
 - Continued state legislative funding strategy for Big Creek Dam project;
 - Continued legislative advocacy for Big Creek Dam project and funding request;
 - Continued regulatory advocacy for Big Creek Dam project and funding request;
- Coordination of stakeholder advocacy for Big Creek Dam project;
- Attendance and reporting at stakeholder meetings as directed by City; and
- Communications and regular state government affairs updates to stakeholders as directed by City.

As it pertains to funding requests and legislative support for the City of Newport and Big Creek Dams replacement project, the City can expect the following services from the Public Affairs Counsel team:

Issue Identification: PAC partners with clients to identify issues of importance that are likely to be considered by the legislature and develop strategies to address these issues. In addition, PAC partners with clients to identify all other issues of concern to the client that arise during the legislative session.

Strategy Setting: We will likely need to work closely with the City's local delegation members and appropriate policy committee chairs to advance the project through the state permitting process.

Procedure, Access and Diligence: In setting and executing strategies, PAC puts to work its complete insider's knowledge of how the legislative process and Ways & Means process works. In order to achieve the best possible results, it is critical to influence the process. PAC also uses its access to key legislators to the advantage of its clients.

Bill and Committee Tracking: As the legislative schedule is developed each day, PAC lobbyists cover all issues and hearings for clients. This also occurs during the interim. The firm possesses sufficient personnel resources – four registered lobbyists – to assure complete coverage of relevant hearings and issue development for clients.

Meetings with Legislators: PAC lobbyists meet with members of the legislative leadership, committee chairs, and other members to identify issues of importance to the client and to seek support on client issues. These contacts are constantly occurring each day. PAC also works to put its clients in front of key legislators to build relationships and rapport.

Coordination of Allies/Stakeholders: PAC coordinates client activity in the Capitol – making sure our allies and stakeholders are talking to the right legislators with the right messages. Sometimes this happens on an ad hoc or remote basis, but many times it requires coordinated “lobby days” in which clients gather in the capitol to advocate. PAC manages logistics.

Liaison with Other Interest Groups/Lobbyists: PAC maintains on-going relationships with lobbyists and organizations who share common interests and positions with clients. In this way, effective coalitions can be formed to advance issues.

Reporting and Client Updates: PAC communicates with clients in the manner and frequency prescribed by the client. Usually, this means a mix of regularly scheduled calls and written updates which are supplemented by updates as issues evolve on a real time basis. At the conclusion of each legislative session, PAC prepares a final in-depth report on all legislation which has been prioritized by the client.

Monitoring of Interim Legislative Committees and Emergency Board: PAC monitors the interim activities of all legislative committees and task forces, including the Emergency Board, that are dealing with issues of interest to clients. It also includes reports to clients about the status of issues being discussed by these committees when the legislature is not in session.

Monitoring of Administrative Agencies: PAC monitors and actively participates with state agencies that are in a position to affect client interests. In some instances this involves agency rulemaking. In others it concerns influencing policy decisions through direct contact with agency administrators and staff. PAC clients are always informed on these matters.

Political Insight: Oftentimes, clients make decisions based on where they believe the political winds are blowing. This involves a lot of qualitative data – personalities, ambitions, relationships, deal making – that are not apparent to most people. Very few firms have the ability to deliver the incisive political insight needed to make important decisions. Public Affairs Counsel is one of those firms.

Contract and Pricing

PAC maintains a very straightforward business relationship with our clients. We generally operate on session-only, or 1-year or 2-year retainer contracts that are split into equal monthly, quarterly or semi-annual payments.

PAC would be pleased to perform the specified services for the City of Newport for a 12-month contract term (July 1, 2023 through June 30, 2024) for a total retainer of \$54,000. This would include a monthly retainer payment of \$4,500 per month.