



Hillsborough Area Regional Transit Authority

**Federal and State
Legislative Consulting Services Contracts**

Regular Board Meeting
July 18, 2016

Board Policy

HART Procurement Policy §3-207.02 states:

The Authority may use a competitive solicitation process or informal competitive process when obtaining legislative consulting and legal services. In preparation for this, **the Board of Directors shall appoint an Ad Hoc Committee to oversee the selection process.** If a competitive solicitation process is used, the Ad Hoc Committee shall follow the process designated in Section 3-207.02.1 below. If an informal competitive process is used, the Ad Hoc Committee shall follow the process designated in Section 3-207.02.2, below.

Board Policy

- **§3-207.02.1 – Use of Competitive Solicitation Process**
 - Establish factors to use for the evaluation of services
 - Publicly announce Requests for Proposals
 - Provide interested firms with a copy of the Request for Proposal
 - Evaluate proposals provided by qualified firms
 - Rank and recommend in order of preference
 - The Board of Directors shall inquire of qualified firms as to the basis of recommendation, select one of the firms recommended by the Ad Hoc Committee and negotiate a contract

- **§3-207.02.2 – Use of Informal Solicitation Process**
 - Establish factors to use for the evaluation of services
 - Identify at least three firms known to be qualified to provide the required services
 - Evaluate the informal proposals
 - Rank and recommend in order of preference

Current Federal legislative consulting services

- Holland & Knight LLP
- Expires on December 19, 2016
- Two years from award of contract, with two one year options not to exceed four years
- Base award valued at \$180,000 and \$96,000 each additional year; for the total value of \$372,000

Current State legislative consulting services

- The Advocacy Group
- Expires on December 19, 2016
- Two years from award of contract, with two one year options not to exceed four years
- Base award valued at \$80,000 and \$40,000 each additional year, for the total value of \$160,000.

Federal Legislative Consulting Services

Holland & Knight

Overview of services to date

- Assisted in securing \$4,772,755 for HART implement a new high speed passenger ferry service
- Routine communication with staff and the Board regarding funding opportunities
- Arranged meetings with the Tampa Congressional Delegation
- Information regarding Surface Transportation Reauthorization, and updates on the TIGER grant program

Legislative Consulting Services

The Advocacy Group (TAG)

Overview of services to date

- The Advocacy Group worked with the House and Senate sponsors and the Commissioner of Agriculture on additional funding for CNG conversions
- SB90 – Relating to Natural Gas Rebates
TAG put their resources into working this Bill through the process in order for it to be successful.
- Funding for the Regional Revenue Collection System
After various attempts to identify funding opportunities for the project, TAG were unable to successfully insert the funding into the 2016-17 budget; however, TAG secured support from the Hillsborough Delegation and most of the Pinellas Delegation for the project.
- The Advocacy Group were instrumental in assisting HART to secure the partnership with MegaBus

2016 Legislative Services Procurement

Decisions to be made on the following:

- Solicitation Method – Competitive or Informal
- Term of Contracts
- Evaluation Committee Members – Staff and outside members
- Presentations to the full Board by highest-ranked firms

2016 Legislative Services Procurement Strategy

Staff Recommends:

- Competitive solicitation process for federal legislative support
- Consideration of solicitation for state services
- Joint solicitation, if both are solicited
- Evaluation criteria includes Technical (80%) and Price (20%)
- Co-terminus contracts
- One Board Member for solicitation oversight

2016 Federal Legislative Services Procurement Strategy

Staff Recommends:

- Competitive solicitation process
- One solicitation for State and Federal
- Evaluation criteria includes Technical and Price
- 80% Technical – 20% Price
- One contract for Federal
- Co-terminus contracts
- One Board Member for solicitation oversight