



Agenda Item Report

Legislative Board: City Council
Date: May 19, 2026
Contact: Micah Grau
Agenda Item ID / Number: 2026-437- / J.6

ITEM TITLE: Deliberation and possible action to award RFP FY 26-091 Federal and State Lobbying Services to The Normandy Group and to authorize the City Manager to execute said contract (City Manager Micah Grau) [PUBLIC TESTIMONY]

1. EXECUTIVE SUMMARY

Approval of this item would authorize the City Manager to execute a contract with The Normandy Group for state and federal legislative advocacy services.

2. BACKGROUND/HISTORY

The City has long used a consultant to assist with state legislative needs. The contract with The Schlueter Group expired in 2025. The City Council identified hiring a federal lobbyist as a budget priority. A solicitation was issued in January 2026 to seek proposals for state and/or federal legislative services.

The Normandy Group was selected after staff scored submissions and conducted interviews with top firms. The Normandy Group partners with Blackridge for state lobbying services. The group offers expertise in both legislative policy and grants. They have been successful in securing federal funding for the other Texas cities that they represent.

3. ANALYSIS

Staff issued a request for proposals solicitation for Federal and State Lobbying Services starting in January 2026. The solicitation gave responders the option to submit for federal, state, or both services.

- **Advertisement Dates:** Ads ran 1/7/2026 & 1/14/2026 in Hays Free Press
- **Questions Due:** 1/28/26
- **Submissions Due:** 2/9/26
- **Submissions Received:** 12 (From the 12 responses - 10 respondents offered State Services Only, 8 Respondents offered Federal Services Only, and then 6 Responses who offered both Services)
- **Document Takers:** Bonfire shows 29 Firms downloaded the Solicitation Document
- **Bidsite:** Bonfire

The initial term of the contract is June 15 - September 30, 2027, totaling \$155,000. The contract includes the option to renew for four (4) more annual terms.

As this was a Request for Proposals (RFP), pricing was only one component of the evaluation and could have been subject to negotiation. With that in mind, the evaluation team prioritized advancing firms to interviews that demonstrated stronger overall qualifications in the non-price criteria.

4. FINANCIAL IMPACT

The budget available for Fiscal Year 2026 is \$36,000. Only federal lobbying services were budgeted for FY26 as the plan was to add the state services starting in FY27 ahead of the next state legislative session. The Normandy Group contract provides both state and federal services.

The proposed cost is \$10,000 per month, \$120,000 per year. The amount for FY26 is \$35,000 as the contract would begin on June 15.

5. STRATEGIC PLAN/GOALS

EXCEPTIONAL CITY SERVICES

6. STRATEGIC PLAN OBJECTIVES

Leverage City resources through partnerships, grants and other outside funding sources.

7. PROS AND CONS

Pros:

- Experience & Knowledge
- Cost
- Help guide the City's legislative efforts at both the state and federal level

Cons:

- None

8. ALTERNATIVES

The City Council may provide alternative direction as they see fit.

9. REQUESTED ACTION / SUGGESTED MOTION / RECOMMENDATION

Staff recommends approval of the agreement.

Attachments: