2000 Main Street,
Huntington Beach, CA
92648

City of Huntington Beach

File #: 26-483 **MEETING DATE:** 9/1/2026

REQUEST FOR CITY COUNCIL ACTION

SUBMITTED TO: Honorable Mayor and City Council Members

SUBMITTED BY: Travis Hopkins, City Manager

PREPARED BY: Shannon Levin, Council Policy Analyst

Subject:

Consider Intergovernmental Relations Committee (IRC) recommendation to approve and authorize execution of Professional Services Contracts Kahn, Soares and Conway LLP for State Legislative Advocacy Services and with Stapleton & Associates for Federal Legislative Advocacy Services

Statement of Issue:

As recommended by the Intergovernmental Relations Committee (IRC), approve and authorize the execution of 3-year Professional Services Contracts in the amount of $270,000 with Kahn, Soares and Conway LLP for State Legislative Advocacy Services and $234,000 with Stapleton & Associates for Federal Legislative Advocacy Services.

Financial Impact:

Sufficient funds for both contracts have been budgeted in the FY26-27 Operating Budget under account no. 10030101.69365. Funding for years 2 and 3 will be included in the subsequent budgets.

Recommended Action:

A) As recommended by the Intergovernmental Relations Committee, approve and authorize the Mayor and City Clerk to execute $270,000 “Professional Services Contract between the City of Huntington Beach and Kahn, Soares and Conway LLP for State Legislative Advocacy Services”; and

B) As recommended by the Intergovernmental Relations Committee, approve and authorize the Mayor and City Clerk to execute $234,000 “Professional Services Contract between the City of Huntington Beach and Stapleton & Associates for Federal Legislative Advocacy Services.”

Alternative Action(s):

Do not approve the IRC’s recommended action and direct staff accordingly.

Analysis:

In May 2026, the City of Huntington Beach issued a Request for Proposals for firms to provide Federal and State legislative advocacy services. The selected service provider(s) would work with

the IRC's staff liaison to present legislation that impacts Huntington Beach, advocate for the City Council's priorities and projects on all legislative levels as directed by staff, and identify outside funds to finance major initiatives. Prospective firms were given the option to submit proposals for either or both the Federal and State legislative advocacy services. It was noted in the RFP that services could be awarded separately.

On August 10, 2026, the IRC, comprised of Mayor McKeon, Mayor Pro Tem Twining (absent), and Council Member Burns reviewed a staff report that included: a list of five firms that submitted proposals, scoring of each firm by an internal staff panel, and recommendations to award contracts.

Based on the RFP process as defined by the City's purchasing policies and the panel's rankings, staff proposed that the IRC recommend the City Council approve a 3-year professional services agreement for federal legislative advocacy services with Stapleton & Associates and a 3-year professional services agreement professional services agreement for state legislative advocacy services with Kahn, Soares and Conway LLP. Kahn, Soares and Conway LLP and Stapleton & Associates provide respective lobbying services under current professional service agreements that expire September 2026.

The IRC voted 2-0 to recommend that the City Council contract with Kahn, Soares and Conway LLP for State Legislative Advocacy services and Stapleton & Associates for Federal Legislative Advocacy Services.

Environmental Status:
Pursuant to CEQA Guidelines Section 15378(b)(5), administrative activities of governments that will not result in direct or indirect physical changes in the environment do not constitute a project.

Strategic Plan Goal:
Non Applicable - Administrative Item

Attachment(s):

1. RCA Contract Agreement Summary
2. Intergovernmental Relations Committee August 10, 2026, Staff Report - State and Federal Legislative Advocacy
3. Professional Services Contract with Kahn, Soares & Conway LLP
4. Professional Services Contract with Stapleton & Associates