



AGENDA MEMORANDUM

City Manager

City Council Regular Meeting Date: August 18, 2026

To: City Council

From: Dana A. Souza, City Manager

Date: July 29, 2026

SUBJECT: Approval of Sole Source Consulting Services Agreement with Poole McKinley for Government Affairs Representation (Lobbying).

BACKGROUND:

The City Council is asked to approve a Consulting Services Agreement between the City and Poole McKinley for government affairs representation (lobbying). The current agreement expires on October 15, 2026.

Poole McKinley has provided lobbying and government affairs services to the City for several years and has developed a strong understanding of Sanibel's legislative priorities, funding needs, and relationships with State officials and agencies. That experience has helped provide continuity and consistency in representing the City before the Florida Legislature and executive agencies.

The Sanibel Code of Ordinances allows the City to procure services without competitive sealed bids or proposals when a provider is the sole practical source within a reasonable period of time, or when continued use of that provider is needed for consistency with services previously purchased. Section 2-332(b) requires certification by the City Manager and determination by the City Council.

Staff recommend that the City Council determine that Poole McKinley is the sole practical source for these lobbying services. The firm's knowledge of the City's legislative history, current funding and policy priorities, and established working relationships would be difficult to replicate without a transition period and a loss of continuity. Continuing with Poole McKinley also provides consistency with the government affairs services the City has relied on in recent years.

Continuity is especially valuable because the City's legislative and appropriations work carries across legislative sessions and fiscal years. A change in firms would require transferring significant historical, strategic, and relationship-based knowledge while the City continues to pursue State funding and policy priorities. For these reasons, I certify that Poole McKinley is the sole practical source of these services within a reasonable period of time and that continued use

Sanibel is and shall remain a barrier island sanctuary

of the firm is appropriate for consistency with previously purchased services under Section 2-332(b).

Based on this certification, competitive sealed bids or proposals are not required if the City Council determines that the sole-source exception in Section 2-332(b) is satisfied.

The Consulting Services Agreement, if approved by the City Council, will be for a term of 3 years. October 16, 2026, through October 15, 2029, at a cost of \$55,000 per year, and the effective date will be October 16, 2026.

The current agreement was also for a term of 3 years, October 15, 2023, through October 15, 2026, at a cost of \$50,000 per year. The 2023 agreement with Poole McKinley is included in the agenda packet for this item.

FUNDING SOURCE: Funding is budgeted for this service in the proposed FY27 budget.

RECOMMENDED ACTION: Consider a motion to approve the Consulting Services Agreement with Poole McKinley for government affairs representation (lobbying), for a term of 3-years, as a sole-source procurement pursuant to Section 2-332(b) of the Sanibel Code of Ordinances, based on the City Manager's certification and the City Council's determination that the sole-source exception is satisfied.