



GENERAL INTEREST QUESTIONNAIRE

U.S. ARMY CORPS OF ENGINEERS

ADVOCACY SERVICES

CONTACT / QUESTIONS

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OVERVIEW

Broward County is soliciting services of experienced and qualified firm(s) to represent Broward County's interests before the U.S. Department of Defense and the U.S. Army Corps of Engineers.

The selected firm(s) should at a minimum possess the following qualifications: 1) A strong working knowledge of the U.S. Army Corps of Engineers processes; 2) A clear understanding of large urban areas, including specific knowledge of Broward County; 3) A history of successful U.S. Army Corps of Engineers lobbying experience; and 4) A clear strategy for representing the County. A comprehensive list of the scope of services is listed on Attachment A. Broward County's areas of legislative and regulatory interests include, but are not limited to, the subject areas and issues identified on Attachment B.

The Board of County Commissioners is seeking responses from firms that offer such services. Responses to this questionnaire are due on **Wednesday, February 25, 2015 by 5:00PM EST**. Answers can be typed directly in this document and returned to the above contact. Received responses shall be aggregated and reviewed by staff. Staff will conduct conference calls with qualified firms. Staff will present a suggested firm(s) to the full Board of County Commissioners for consideration and possible selection. The County Commission, in its discretion and in the best interest of Broward County, may award contracts to one or more qualified firms.

A lobbying firm(s) selected to represent the County must agree to the following contract terms: [Standard Agreement Language](#). If your firm is unable to comply with any specific term attach a separate page explaining the reason(s) why compliance is not possible.

A lobbying firm(s) selected to represent the County, including its officers, employees, or agents, is prohibited from representing any person or entity, irrespective of compensation, before the Board of County Commissioners (Board) during the regular Session, any extended session or any special session, of the U.S. Congress.

A lobbying firm(s) selected to represent the County may not have any personal financial interest, direct or indirect, with any member of the County Commission or any county

employee as defined in Section 26-72.5(a), Broward County Code. In addition, the firm may not represent any client whose interest is currently adverse to the interests of County. If, during the term of the agreement with the County, the firm determines that a client it represents has or may potentially have an interest adverse to the interest of County, or firm is notified by the Contract Administrator of an existing or potential adverse interest with a client of the firm, then firm must disclose such conflicting interest as required in the agreement. Additionally, before proposing, advocating, or otherwise advancing any legislation, administrative rule, regulation, or policy on behalf of a client, where such legislation, rule, regulation, or policy may potentially impact County and its operations, the firm must disclose the representation and provide a copy of the legislation, administrative rule, regulation, or policy to the Contract Administrator. In addition, the firm must not lobby the U.S Department of Defense or the U.S. Army Corps of Engineers on behalf of any municipal government, individual, or other organization, or be employed or retained by any municipal government, individual, or other organization, or to hire any sub-consultant or subordinate to lobby any matter which is in conflict with County's interests as adopted by the Board. Furthermore the firm must, if any conflict of interest arises, disclose, in writing, such interest to County within three (3) days from the date the conflict arises. Such written disclosure shall provide sufficient information concerning the firm's conflict including, but not limited to, name of the client presenting the conflicting position, the nature of the conflict, and the extent to which the firm is unable to provide services to the County.

Evaluation Criteria

1. Give an overview of the firm, list the names, titles, and describe the experience, qualifications and other vital information of all key personnel that will be assigned to work on Broward County matters. If the firm intends to use any subcontractors to perform services identified in Attachment A, then identify the firm that will be providing services and describe in detail its lobbying experience, qualifications and its specific engagement role in this contract.

Your answer should include an outline of each key person's area of lobbying responsibility, including any relevant lobbying experience on legislative or executive branch issues or projects performed for Broward County or other similar urban local governments. (Refer to Attachments A and B in considering your response).

Answer:

2. Provide a brief description of 2 contracts performed by the firm that is similar to this engagement, whether ongoing or completed in the last three years, excluding Broward County. The descriptions should include the following information:
 - a) Client name;
 - b) Description of work performed;
 - c) Approximate per month contract dollar value;
 - d) Dates covering the term of the contract;
 - e) Name of primary contact and phone number;
 - f) Results of the services/project performed.

Answer:

3. Attach a complete list of the firm's clients during the past three (3) years, including clients represented before the Broward County Board of County Commissioners, regardless whether the firm was the prime contractor or a subcontractor. Indicate whether the firm has represented clients in front of the Broward County Board of County Commissioners.

Answer:

4. Describe the firm's understanding of, and experience with, major port dredging and beach nourishment projects and what unique quality the firm can provide which makes the firm different than other potential proposers.

Answer:

5. List the legal name of the firm, principal business address, Federal Employment ID number, telephone/fax numbers and email addresses for key personnel, type of business, and authorized contacts for the firm.

Answer:

SCOPE OF SERVICES

Attachment A

1. Provide a full range of professional lobbying services and advocacy before the U.S. Department of Defense, the U.S. Army Corps of Engineers and other governmental units within the Department of Defense with respect to all matters contained within County's federal legislative program, assigned executive branch projects, and other issues or projects of the County as assigned by the Contract Administrator or designee. Lobbying and advocacy services include coordinating and working with County's Congressional lobbying firms, including its lead firm, as directed by the Contract Administrator.
2. Effectively communicate County's federal legislative program and issues to the U.S. Department of Defense, the U.S. Army Corps of Engineers and other governmental units within the Department of Defense.
3. Upon request, arrange meetings for County Commissioners, County officials and Intergovernmental Affairs staff with members and officials of the U.S. Department of Defense, the U.S. Army Corps of Engineers and other governmental units within the Department of Defense.
4. Be available on a 24-hour basis to assist in writing, interpreting, and monitoring agency activity, rules and regulations; obtaining documentation and research materials; and other actions as necessary to accomplish County's executive branch goals.
5. Identify and discuss with County any areas of potential concern or opportunity for obtaining passage of County's legislative priorities, other issues in the federal legislative program, assigned executive branch issues or projects assigned to the firm.
6. Attend weekly team strategy meetings, briefings, and hearings, and report on all matters assigned; and participate in meetings, conference calls, and provide verbal or written reports to County at other times, as directed by the Contract Administrator or designee.
7. Integrate efforts with the County's Office of Intergovernmental Affairs and Professional Standards to ensure strong, consistent legislative advocacy of the County's legislative and executive branch priorities, issues and projects.
8. Consult with persons designated by the Contract Administrator regarding any legislative or executive matter which may impact the County, and take any necessary action, as determined by the Contract Administrator.
9. Prepare and submit written reports, as required by the Contract Administrator, regarding the status of assigned issues and projects, progress made to achieve

such matters, including monthly status reports, and a report relating to any County legislative or executive branch issue or project assigned.

SUBJECT AREAS/ISSUES **Attachment B**

- a) Seaport Issues/Funding
- b) Environmental Issues/Permitting
- c) Everglades Restoration/ Fla. Forever
- d) Building Code/Construction/Permitting Issues
- e) Water & Wastewater Infrastructure Projects
- f) Local Government Preemption
- g) Economic Development/Int'l. Trade Issues
- h) Unfunded Mandates
- i) Emergency Management/Disaster Mitigation
- j) Climate Impacts/Policy Issues
- k) Air/Water Quality Issues
- l) Activities associated with Broward County's Congressional Lobbying efforts regarding authorization, funding, design, and construction of the County's seaport dredging and beach nourishment projects, including coordination with Broward County's Congressional lobbying firms.