

THE GREAT RIVERS GREENWAY DISTRICT

**1000 UNION STATION
SUITE 102
ST. LOUIS, MO 63103**

STANDING COMMITTEE ON INTER-GOVERNMENTAL AFFAIRS AND LEGISLATION
Commissioners: Monica Huddleston, Chair; Mike Murray, Rob Epstein, Bernie Dubray

AGENDA
March 9, 2010
10:30 a.m.

I. ROLL CALL

II. APPROVAL OF AGENDA

III. ACTION ITEMS

IV. STUDY/REPORT ITEMS

- Discussion of St. Vincent Greenway Support Corporation
- Discussion of Legislative Trip to Washington, D.C. on March 12, 2010
- B&D's Scope of Services for the Federal Liaison Services
- Policy Solutions Scope of Services for State Liaison Services

V. ADJOURNMENT

"The Board of the Metropolitan Park and Recreation District" d/b/a The Great Rivers Greenway District may go into closed session at this meeting if such action is approved by a majority vote of the Board members who constitute a quorum, to discuss legal, confidential or privileged matters under §610.021(1), RSMo 2001 Supp.; leasing, purchase or sale of real estate under §610.021(2); personnel actions under §610.021(3); specifications for competitive bidding under §610.021(11); sealed bids under §610.021(12); personnel records under §610.021(13); or records under §610.021(14) which are otherwise protected from disclosure by law; or confidential or privileged communications with the District's auditor, including auditor work products under §610.021(17)."

**METROPOLITAN PARK AND RECREATION DISTRICT
D/b/a The Great Rivers Greenway District**

**REQUEST FOR PROPOSAL (RFP)
FOR FEDERAL LIAISON SERVICES**

INTRODUCTION

The Metropolitan Park and Recreation District d/b/a The Great Rivers Greenway District (the “District”) is a multi-jurisdictional political subdivision enabled under the provisions of a 1999 act of the Missouri Legislature (Sections 67.1700 through 67.1769 of the Missouri Revised Statutes.) for the purposes of developing a regional system of parks, trails and open space. Participating jurisdictions in the District are the City of St. Louis, St. Louis County and St. Charles County.

The District was established regionally in November 2000 by the successful passage of the Clean Water, Safe Parks, and Community Trails Initiative (“Proposition C”) in the participating jurisdictions. The District’s mission is the development of The River Ring, an interconnected system of greenways, parks and trails that will encircle the three jurisdictions comprising the District. The District collaborates with many public, private and non-profit partners to develop The River Ring including its counterpart in Illinois, the Metro East Park and Recreation District in Madison and St. Clair counties.

In an on-going effort to leverage public and private funding, The District is requesting responses from qualified firms interested in providing federal liaison services related to providing bi-partisan Federal government relations services and lobbying activities on behalf of the District. A full scope of services is described in this Request for Proposal, as well as, a request for a fee for those services.

SUBMISSION REQUIREMENTS

1. Provide a summary of the key qualifications and strengths of your firm to serve as advisor to the District. Describe the experience, qualifications and other relevant information of all key individuals who will be assigned to work with the District. Identify the person who will serve as a primary day-to-day contact and the roles of other members of the advisory team. Please provide a recent reference for each team member.

2. Describe your firm's government relations and lobbying services experience with local, public districts and specifically, with agencies that work on parks, trails, open space, conservation, riverfront or waterway projects in the last three years.
 - Provide information on these types of services provided by your firm to public or non profit agencies engaged in the development of parks, open space, trails and greenways.
 - Identify any specialized expertise and experience with jurisdictions, districts or agencies in Missouri and the St. Louis region.
 - Provide information on liaison services to local government agencies
3. Describe no more than three government relations or federal liaison type of services for other clients your firm undertook that are most relevant to the needs of the District. Provide the name of the client, client reference information, description of services provided or transactions executed, key personnel involved and the value added by your firm.
4. Provide a description of innovative federal funding programs, products or ideas developed and utilized by your firm.
5. Disclose any material agreements, relationships or employment that your firm or any employee of your firm has with any other person or entity that may create a conflict of interest or the appearance thereof in representing the District.
6. Please indicate whether your firm or any officers of your firm have been (in the past three years) or are currently the subject of an investigation by the SEC, NASD, NYSE or any other state or federal entity related to financial advisory of investment banking services. If so, describe the nature of the investigation.
7. Provide a method of compensation and professional fee schedule to provide the proposed services to the District. List hourly rates for each individual to be assigned to the District
8. Provide a brief description of your firm and its ownership structure. Indicate percentage ownership by women and minorities.
9. Include (as an appendix) copies of your firm's most recent Equal Opportunity form (EEO-1) and Affirmative Action policies.

POTENTIAL SCOPE OF SERVICES

As directed by the District and /or its Executive Director, the advisory services to be engaged could include the following:

- Provide bi-partisan Federal government relations services and lobbying activities for the District in support of its efforts to develop an interconnected system of parks, trails and open space in the St. Louis region (The River Ring).
- Provide support to District staff and other consultants engaged in state and local government relations and corporate and community strategic outreach.
- Develop and execute a comprehensive strategy for enlisting the support of Federal officials and soliciting Federal resources for development of the River Ring
- Identify and pursue funding opportunities both through legislative earmarks and competitive grants to maximize the District's resources and ability to implement projects.
- Maintain close coordinated relationships with the Missouri Congressional delegation and other key members of Congress and the Executive Branch.
- Maximize effectiveness of the District's relationships with Missouri Congressional delegation and the Executive Branch for support to develop River Ring.
- Maintain and maximize effectiveness of the District's relationships with the staff of relevant congressional committees, such as House and Senate Appropriations Committees, Senate Environment and Public Works Committee, House Transportation and Infrastructure Committee, and the House and Senate Natural Resources Committees.
- Regularly meet with District's board members and staff to identify priority projects for Federal funding and pursue opportunities to obtain Federal funds through the annual appropriations process that will support the established priorities.
- Serve as liaison to Federal agencies that have relevant regulatory authority and intercede to secure timely issuance of all requisite project approvals and permits, as directed by the District.
- Monitor legislation to identify issues that impact policies or programs that are relevant to the District, which could create opportunities or could hinder the development of its projects or programs. Then, develop and execute legislative strategies for addressing issues or concerns in such legislation.

- Arrange meetings between District representatives and members of Congress and their staff, committee staff, key agency officials, and Administration representatives. Prepare District representatives by advising on the development of District positions and requests to government audiences and reviewing materials to be delivered to government officials.
- Assist with efforts to raise awareness of the District's projects and build support with the general public, when called up at the local level.
- Identify and pursue new opportunities to obtain non-Federal funding, i.e. private foundations, other state and local sources, for projects that will further develop the River Ring.
- Maintain closely coordinated relationships with federal liaison representatives of the District's supporting local units of government (City of St. Louis, St. Louis County and St Charles County)

SELECTION PROCESS

The District reserves the right to (1) reject any and all proposals with or without cause; (2) request additional information which the District deems necessary; and (3) conduct interviews of respondents as part of the selection process.

Upon selection of a firm or firms based on its evaluation of the respondent's submissions, the District will negotiate a scope of services and other terms and conditions of an advisory agreement with the selected firm(s). The District intends to evaluate the submissions received and to select one or more advisory firms within 60 days. Finalists may be asked to be interviewed by District staff and/or the Budget and Finance Committee of its Board.

SUBMISSIONS

Please submit (3) sealed copies of your proposal (no more than 20 pages, excluding the cover letter and appendices) by 4:00 p.m. on Friday, May 16, 2008, to:

The Great Rivers Greenway District
Janet Wilding
Director of Administration
1000 Union Station, Suite 102
St. Louis, Missouri 63103
(314) 436-7009, x. 105
jwilding@greatrivers.info

CONTRACT FOR LOBBYING SERVICES

THIS CONTRACT is made and entered into the 26th day of January, 2010 by and between the Metropolitan Park and Recreation District d/b/a Great Rivers Greenway (hereinafter "GRG") and Policy Solutions (hereinafter "Policy Solutions").

The parties agree as follows:

1. SERVICES. Policy Solutions shall perform the following services utilizing the lobbying, communication and consulting skills of James E. Farrell for GRG:
 - Monitor and Lobby. Once the General Assembly is in session, continually monitor all areas that affect legislation and Missouri statutes that have an impact on the authority or mission of GRG. Effectively handle and address all concerns, inquiries and questions from legislators pertaining to GRG matters.
 - Strategy Development. Determine GRG legislative priorities and establish appropriate tasks and timelines as necessary. Assess any opposition to the GRG mission and monitor legislation that could open state statutes to the potential modification of their authority. Communicate and coordinate with staff through periodic conferences to make necessary adjustments.
 - Message Development. Based on findings, develop targeted messages that will clearly and concisely communicate GRG goals and objectives.
 - Prepare and Deliver Public Hearing Testimony. Research, write, and prepare testimony for bills we support and against bills we oppose. Attempt to gather opposition remarks and questions and prepare rebuttals.

- Educate Legislators. Provide representation and ongoing accessibility in an educational effort throughout the session to inform legislators regarding the mission and objectives of GRG.
 - Political Relationships. Maintain strong state and local political relationships. While I have a very good working relationship with most members of both parties, relationship building is ongoing and continuous, especially since term limits have created a high turnover rate in the General Assembly. City and County government leadership is essential to the St. Louis metro region. I will continue to develop ongoing working relationships with leaders in each jurisdiction.
 - Budget. Develop budget and maintain financial accounting records.
 - Internal Organization Communication. Arrange and attend meetings as necessary, write reports, and always be available by phone for consultations.
 - Build Outside Constituencies. Identify and educate constituencies and organizations who support our goals; maintain communication and identify ways they can assist in meeting our goals.
2. COMPENSATION. GRG shall pay Policy Solutions the sum of \$28,000.00 for the 2010 Legislative Session. This fee shall include all out of pocket expenses.
 3. TERM. The term of this contract shall be from the date hereof through May 31, 2010 unless modified in writing by the parties hereto.

4. CONFIDENTIALITY. During the course of this Contract, Policy Solutions may become privy to information considered by GRG to be confidential. Policy Solutions represents and warrants that it will take all steps necessary to protect such confidential information consistent with its duties hereunder.

WHEREFORE, the parties have set their hands the day and date first above written.

POLICY SOLUTIONS

METROPOLITAN PARK AND
RECREATION DISTRICT

BY _____
James E. Farrell
President

BY _____
David Fisher
Executive Director