

RESOLUTION NO. 2019 - 255

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO ENTER INTO NEGOTIATIONS WITH THE NUMBER ONE RANKED FIRM UNDER RFP NO. 19-35 FOR ST. JOHNS COUNTY FEDERAL LOBBYING SERVICES.

RECITALS

WHEREAS, the County desires to enter into negotiations with The Gaboton Group, LLC for the provision of lobbying the legislature and executive branches of the Federal Government on the County's behalf, as needed in accordance with RFP No. 19-35; and

WHEREAS, the scope of the services will be to possess the necessary skills and qualifications to provide legislative and administrative advocacy support on behalf of the St. Johns County towards its goal of federal funding and federal permitting for the County's St. Augustine Shore Protection Project, St. Johns County Coastal Storm Risk Management Project, Ponte Vedra and South Ponte Vedra Beach Restoration Projects and other Public Works projects as necessary for Federal Lobbying Services in accordance with RFP No. 19-35; and

WHEREAS, through the County's formal RFP process, The Gaboton Group, LLC was selected as the highest ranked respondent to enter into contract with the County to perform the work referenced above; and

WHEREAS, the County will review the terms, provisions, conditions and requirements of the negotiated contract, and finds that entering into contract at a future date to complete the work services serves a public purpose.

WHEREAS, the contract will be finalized after negotiations and board approval.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, as follows:

Section 1. The above Recitals are incorporated by reference into the body of this Resolution and such Recitals are adopted as finds of fact.

Section 2. The County Administrator, or designee, is hereby authorized to enter into negotiations with The Gaboton Group, LLC as the number one ranked firm, under RFP No. 19-35.

Section 3. Upon board approval, the County Administrator, or designee, is authorized to enter into negotiations, and upon successful negotiation, bring the contract back to the Board of County Commissioners for approval to provide the scope of services as specifically provided in RFP 19-35.

Section 4. To the extent that there are typographical and/or administrative errors that do not change the tone, tenor, or concept of this Resolution, then this Resolution may be revised without subsequent approval by the Board of County Commissioners.

PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, Florida, this 6th day of August, 2019.

BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA

By: Paul M. Waldron
Paul M. Waldron, Chair

ATTEST: Hunter S. Conrad, Clerk

By: Sam Halter
Deputy Clerk

RENDITION DATE 8/8/19





CONTRACT AGREEMENT
RFP NO: 19-35; Federal Lobbying Services
Master Contract #: 19-MAS-THE-10859

This Contract Agreement, ("Agreement") is made as of this _____ day of _____, 2019, by and between **St. Johns County, FL** ("County"), a political subdivision of the State of Florida, with principal offices located at 500 San Sebastian View, St. Augustine, FL 32084, and **The Gaboton Group, LLC** ("Consultant"), authorized to do business in the State of Florida, with principal offices located at 9100 Westalphia Road, Upper Marlboro, MD 20774; Phone: (202)220-3151; and Email: jgaboton@gaboton-group.com.

In consideration of the mutual promises contained herein, the County and the Consultant agree as follows:

ARTICLE 1 – DURATION AND EXTENSION

This Agreement shall become effective on November 14, 2019, and shall remain in effect for an initial contract term of three (3) calendar years and shall have one (1) available two (2) year renewal option, exercisable by the County, contingent upon satisfactory performance by the Consultant, and legally appropriated funds are available each fiscal year. While this Agreement may be renewed as stated in this Article, it is expressly noted that the County is under no obligation to renew or extend this Contract Agreement. It is further expressly understood that the option of renewal is exercisable only by the County, and only upon the County's determination that the Consultant has satisfactorily performed the Services noted in the Contract Documents, and renewal or extension serves the best interest of St. Johns County.

ARTICLE 2 – ENUMERATION OF CONTRACT DOCUMENTS

The term "Contract Documents" shall include all RFP Documents and any addenda/exhibits thereto; all Specifications; this Agreement, any duly executed amendments, addenda, and/or exhibits hereto; and any and all Change Orders.

ARTICLE 3 – SERVICES

The Consultant's responsibility under this Agreement shall be to provide Federal Lobbying Services to lobby the legislature and executive branches of the Federal Government on the County's behalf towards its goal of federal funding and federal permitting for the County's St. Augustine Shore Protection Project, St. Johns County Coastal Storm Risk Management Project, Ponte Vedra and South Ponte Vedra Beach Restoration Projects and other Public Works projects as necessary as specified in the Scope of Work, proposed by the Consultant, approved by the County in accordance with RFP No: 19-35 and as otherwise provided in the Contract Documents.

Services provided by the Consultant shall be under the general direction of St. Johns County Assistant County Administrator Darrell Locklear, Public Works Department or authorized County designee, who shall act as the County's representative throughout the duration of this Agreement.

ARTICLE 4 – SCHEDULE

The Consultant shall perform the required Services according to the schedule submitted and approved by the County. No changes to said schedule shall be made without prior written authorization from the County's representative.

ARTICLE 5 – COMPENSATION/BILLING/INVOICES

- A. The County shall compensate the Consultant a monthly retainer fee of three thousand five hundred dollars (\$3,500.00) according to the pricing proposal attached hereto as Exhibit "A-1", which shall include any and all direct and indirect costs, and reimbursable expenses. The maximum amount available as compensation to Consultant under this Agreement shall not exceed the amount stated above without the County's express written approval, and amendment to this Agreement.
- B. It is strictly understood that Consultant is not entitled to the above-referenced amount of compensation. Rather, Consultant's compensation is based upon Consultant's adhering to the Scope of Work, detailed in this Agreement. As such, the Consultant's compensation is dependent upon satisfactory completion and delivery of all work product and deliverables noted in the Scope of Work, and detailed in this Agreement.
- C. The Consultant shall bill the County upon completion for services satisfactorily performed. The signature of the Consultant's authorized representative on the submitted invoice shall constitute the Consultant's certification to the County that:
 - 1. The Consultant has billed the County for all services rendered by it and any of its sub-Consultants or materials

suppliers through the date of the invoice;

2. As of the date of the invoice, no other outstanding amounts are due from the County to the Consultant for services rendered;
 3. The reimbursable expenses, if any, have been reasonably incurred; and
 4. The amount requested is currently due and owing.
- D. Though there is no billing form or format pre-approved by either the County, or the Consultant, bills/invoices submitted by the Consultant shall include a detailed written report of the Work accomplished in connection with the Scope of Work, and must be submitted with a Monthly Invoicing Form 1551, as provided by the County. The County may return a bill/invoice from the Consultant, and request additional documentation/information. Under such circumstances, the timeframe for payment will be extended by the time necessary to receive a verified bill/invoice.
- E. The Consultant's acceptance of the County's payment of an invoiced amount shall release the County from any claim by the Consultant, or by the Consultant's Consultants or sub-Consultants, for work performed but not invoiced during the time period indicated on the invoice for which payment was issued.
- F. Unless otherwise notified, bills/invoices should be delivered:

SJC Public Works Department
Attn: Damon Douglas, Public Works Administration Manager
2750 Industry Center Road
St. Augustine, FL 32084

- G. **FINAL INVOICE:** In order for the County and the Consultant to reconcile/close their books and records, the Consultant shall clearly indicate "Final Invoice" on the Consultant's final bill/invoice to the County. Such indication establishes that all services have been satisfactorily performed and that all charges and costs have been invoiced to the County and that there is no further Work to be performed under this Agreement.

ARTICLE 6 – TRUTH-IN-NEGOTIATION CERTIFICATE

The signing of this Agreement by the Consultant shall act as the execution of a truth-in-negotiation certificate certifying that wage rates and other factual unit costs supporting the compensation are accurate, complete, and current as of the date of this Agreement.

The original contract price and any additions thereto shall be adjusted to exclude any significant sums by which the County determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such contract adjustments shall be made within one (1) year following the end of the Agreement.

ARTICLE 7 – ARREARS

The Consultant shall not pledge the County's credit or make it a guarantor of payment or surety for any contract, debt, obligation, judgement, lien, or any form of indebtedness. The Consultant further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms of this Agreement.

ARTICLE 8 – TERMINATION

- A. This Agreement may be terminated by the County without cause upon at least thirty (30) consecutive calendar days advance written notice to the Consultant of such termination without cause.
- B. This Agreement may be terminated by the County with cause upon at least ten (10) consecutive calendar days advance written notice of such termination with cause. Such written notice shall indicate the exact cause for termination.

ARTICLE 9 – NOTICE OF DEFAULT/RIGHT TO CURE

- A. Should the Consultant fail to perform (default) under the terms of this Agreement, then the County shall provide written notice to the Consultant, which such notice shall include a timeframe of no fewer than five (5) calendar days in which to cure the default. Failure to cure the default within the timeframe provided in the notice of default (or any such amount of time as mutually agreed to by the parties in writing), shall constitute cause for termination of this Agreement.
- B. Consistent with other provisions in this Agreement, Consultant shall be paid for services authorized and satisfactorily performed under this Contract up to the effective date of termination.
- C. Upon receipt of a notice of termination, except as otherwise directed by the County in writing, the Consultant shall:
 1. Stop work on the date to the extent specified.

2. Terminate and settle all orders and subcontracts relating to the performance of the terminated work.
3. Transfer all work in process, completed work, and other material related to the terminated work to the County.
4. Continue and complete all parts of the work that have not been terminated.

ARTICLE 10 – PERSONNEL

The Consultant represents that it has, or shall secure at its own expense, all necessary personnel required to perform the Work as provided in the Contract Documents. It is expressly understood that such personnel shall not be employees of, or have any contractual relationship with the County.

All Work required hereunder shall be performed by the Consultant, or under its supervision. All personnel engaged in performing the Work shall be fully qualified and, if required, authorized or permitted under federal, state and local law to perform such Work.

Any changes or substitutions in the Consultant's key personnel must be made known to the County's representative and written approval granted by the County before said change or substitution can become effective.

The Consultant warrants that all Work shall be performed by skilled and competent personnel to the highest professional standards in the field. The Consultant is responsible for the professional quality, technical accuracy, and timely completion of all work performed hereunder, and shall correct or revise any errors or deficiencies in the Work, without additional compensation.

ARTICLE 11 – SUBCONTRACTING

The County reserves the right to approve the use of any subconsultant, or to reject the selection of a particular subconsultant, and to inspect all facilities of any subconsultants in order to make a determination as to the capability of the subconsultant to perform the Work described in the Contract Documents. The Consultant is encouraged to seek minority and women business enterprises for participation in subcontracting opportunities.

If a subconsultant fails to satisfactorily perform in accordance with the Contract Documents, and it is necessary to replace the subconsultant to complete the Work in a timely fashion, the Consultant shall promptly do so, subject to approval by the County.

The County reserves the right to disqualify any subconsultant, Consultant, or material supplier based upon prior unsatisfactory performance.

ARTICLE 12 – FEDERAL AND STATE TAX

In accordance with Local, State, and Federal law, the County is exempt from the payment of Sales and Use Taxes. The County shall provide a tax exemption certificate to the Consultant upon request. The Consultant shall not be exempt from the payment of all applicable taxes in its performance under this Agreement. It is expressly understood by the County and by the Consultant that the Consultant shall not be authorized to use the County's Tax Exemption status in any manner.

The Consultant shall be solely responsible for the payment and accounting of any and all applicable taxes and/or withholdings including but not limited to Social Security payroll taxes (FICA), associated with or stemming from Consultant's performance under this Agreement.

ARTICLE 13 – AVAILABILITY OF FUNDS

The County's obligations under this Agreement are contingent upon the lawful appropriation of sufficient funds, for that purpose, by the St. Johns County Board of County Commissioners. Pursuant to the requirements of Section 129.07, Florida Statutes, payment made under this Agreement shall not exceed the amount appropriate in the County's budget for such purpose in that fiscal year. Nothing in this Agreement shall create any obligation on the part of the Board of County Commissioners to appropriate such funds for the payment of services provided under this Agreement during any given County fiscal year. Moreover, it is expressly noted that the Consultant cannot demand that the County provide any such funds in any given County Fiscal Year.

ARTICLE 14 - INSURANCE

The Consultant shall not commence work under this Agreement until he/she has obtained all insurance required under this section and such insurance has been approved by the County. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida. The Consultant shall furnish proof of Insurance to the County prior to the commencement of operations. The Certificate(s) shall clearly indicate the Consultant has obtained insurance of the type, amount, and classification as required by contract and that no material change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to the County. Certificates shall specifically include the County as Additional Insured for all lines of coverage except Workers' Compensation and Professional Liability. A copy of the

endorsement must accompany the certificate. Compliance with the foregoing requirements shall not relieve the Consultant of its liability and obligations under this Agreement.

Certificate Holder Address: St. Johns County, a political subdivision of the State of Florida
500 San Sebastian View
St. Augustine, FL 32084

The Consultant shall maintain throughout the duration of this Agreement, Comprehensive General Liability Insurance with minimum limits of \$1,000,000 per occurrence, \$2,000,000 aggregate to protect the Consultant from claims for damages for bodily injury, including wrongful death, as well as from claims of property damages which may arise from any operations under this Agreement, whether such operations be by the Consultant or by anyone directly employed by or contracting with the Consultant.

The Consultant shall maintain throughout the duration of this Agreement, Professional Liability or Errors and Omissions Insurance with minimum limits of \$1,000,000.

The Consultant shall maintain throughout the duration of this Agreement, Comprehensive Automobile Liability Insurance with minimum limits of \$300,000 combined single limit for bodily injury and property damage liability to protect the Consultant from claims for damages for bodily injury, including the ownership, use, or maintenance of owned and non-owned automobiles, including rented/hired automobiles whether such operations be by the Consultant or by anyone directly or indirectly employed by a Consultant.

The Consultant shall maintain throughout the duration of this Agreement, adequate Workers' Compensation Insurance in at least such amounts as are required by the law for all of its employees (if three or more) per Florida Statute 440.02.

In the event of unusual circumstances, the County Administrator, or his designee, may adjust these insurance requirements.

ARTICLE 15 - INDEMNIFICATION

The Consultant shall indemnify, defend and hold harmless the County and its officers and employees from claims, liabilities, damages, losses, and costs, including court costs, expert witness and professional consultation services, and attorneys' fees, arising out of the Consultant's errors, omissions, or negligence. The Consultant shall not be liable to, nor be required to indemnify the County for, any portions of damages arising out of any error, omission, or negligence of the County or its officers and employees.

ARTICLE 16 – SUCCESSORS AND ASSIGNS

The County and the Consultant each binds itself and its partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Agreement. Except as above, neither the County nor the Consultant shall assign, sublet, convey or transfer its interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the County, which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the County and the Consultant.

ARTICLE 17 – NO THIRD PARTY BENEFICIARIES

It is expressly understood by the County, and the Consultant, and this Agreement explicitly states that no third party beneficiary status or interest is conferred to, or inferred to, any other person or entity.

ARTICLE 18 – REMEDIES

No remedy herein conferred upon any party is intended to be exclusive, or any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

In any action brought by either party for the enforcement of the obligations of the other party, the prevailing party shall be entitled to recover reasonable attorney's fees.

ARTICLE 19 – CONFLICT OF INTEREST

The Consultant represents that it presently has no interest and shall acquire no interest, either directly or indirectly, which would conflict in any manner with the performance of services required hereunder. The Consultant further represents that no person having any interest shall be employed for said performance.

The Consultant shall promptly notify the County, in writing, by certified mail, of all potential conflicts of interest for any

prospective business association, interest or other circumstance, which may influence or appear to influence the Consultant's judgment or quality of services being provided hereunder. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that the Consultant may undertake and request an opinion of the County, whether such association, interest, or circumstance constitutes a conflict of interest if entered into by the Consultant.

The County agrees to notify the Consultant of its opinion by certified mail within thirty (30) days of receipt of notification by the Consultant. If, in the opinion of the County, the prospective business association, interest or circumstance would not constitute a conflict of interest by the Consultant, the County shall so state in the notification and the Consultant shall, at his/her option enter into said association, interest or circumstance and it shall be deemed not in conflict of interest with respect to services provided to the County by the Consultant under the terms of this Agreement.

ARTICLE 20 – EXCUSABLE DELAYS

Notwithstanding any other provision to the contrary, neither party will incur any liability to the other party on account of any loss or damage resulting from any delay or failure to perform its obligations hereunder (other than the obligation of payment) as a result of natural or public health emergencies; force majeure; the County's ommissive and commissive failures; freight embargoes; governmentally-imposed moratorium, law or regulation related to the services described herein; or other unforeseen event, circumstance, condition or matter beyond the reasonable control of that party. Such party shall be relieved from liability for its failure to perform until the cessation of such event, circumstance, condition, or matter.

If the Consultant is delayed in completing the services described herein, upon the Consultant's request, the County, in its sole discretion may consider the cause and extent of the delay, if the Consultant's failure to perform was without its fault or negligence, the Contract Schedule and/or any other affected provision of this Agreement shall be revised accordingly; subject to the County's right to change, terminate, or stop any or all of the Work at any time.

ARTICLE 21 – DISCLOSURE AND OWNERSHIP OF DOCUMENTS

The Consultant shall deliver to the County for approval and acceptance, and before being eligible for final payment of any amounts due, all documents and materials prepared by and for the County under this Agreement.

All written and oral information not in the public domain, or not previously known, and all information and data obtained, developed, or supplied by the County, or at its expense, shall be kept confidential by the Consultant and shall not be disclosed to any other party, directly or indirectly, without the County's prior written consent, unless required by a lawful order. All drawings; maps, sketches, and other data developed, or purchased under this Agreement, or at the County's expense, shall be and remains the County's property and may be reproduced and reused at the discretion of the County.

The County and the Consultant shall comply with the provisions of Chapter 119, Florida Statutes (Public Records Law).

All covenants, agreements, representations and warranties made herein, or otherwise made in writing by any party pursuant hereto, including but not limited to, any representations made herein relating to disclosure or ownership of documents, shall survive the execution and delivery of this Agreement and the consummation of the transactions contemplated hereby.

ARTICLE 22 – INDEPENDENT CONSULTANT RELATIONSHIP

The Consultant is, and shall be, in the performance of all work services and activities under this Agreement, an independent Consultant, and not an employee, agent, or servant of the County. All persons engaged in any of the work or services performed pursuant to this Agreement shall at all times and in all places be subject to the Consultant's sole direction, supervision, and control.

The Consultant shall exercise control over the means and manner in which it and its employees perform the work, and in all respects the Consultant's relationship and the relationship of its employees to the County shall be that of an independent Consultant and not as employees or agents of the County. The Consultant does not have the power or authority to bind the County in any promise, agreement or representation other than specifically provided for in this Agreement.

ARTICLE 23 – CONTINGENT FEES

Pursuant to Section 287.055(6), Florida Statutes, the Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of this Agreement.

Violation of this section shall be grounds for termination of this Agreement. If this Agreement is terminated for violation

of this section, the County may deduct from the contract price, or otherwise recover, the full amount of such fee, commission, percentage, gift, or other consideration.

ARTICLE 24 – ACCESS AND AUDITS

The Consultant shall maintain adequate records to justify all charges, expenses, and costs incurred in performing the work for at least three (3) years after completion of this Agreement. The County shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours, at the County's cost, upon five (5) days written notice.

ARTICLE 25– NONDISCRIMINATION

The Consultant warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, physical handicap, sex, age or national origin.

ARTICLE 26 – ENTIRETY OF CONTRACTUAL AGREEMENT

The County and the Consultant agree that this Agreement, signed by both parties sets forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein, or are incorporated by reference into this Agreement. None of the provisions, terms, conditions, requirements, or responsibilities noted in this Agreement may be amended, revised, deleted, altered, or otherwise changed, modified, or superseded, except by written instrument, duly executed by authorized representatives of both the County, and the Consultant.

ARTICLE 27 – ENFORCEMENT COSTS

If any legal action or other proceeding is brought for the enforcement of this Agreement, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this Agreement, the successful or prevailing party or parties shall be entitled to recover reasonable attorney's fees, court costs and all reasonable expenses even if not taxable as court costs (including, without limitation, all such reasonable fees, costs and expenses incident to appeals), incurred in that action or proceedings, in addition to any other relief to which such party or parties may be entitled.

ARTICLE 28 – COMPLIANCE WITH APPLICABLE LAWS

Both the County and the Consultant shall comply with any and all applicable laws, rules, regulations, orders, and policies of the County, State, and Federal Governments.

ARTICLE 29 – AUTHORITY TO PRACTICE

The Consultant hereby represents and warrants that it has and shall continue to maintain all licenses and approvals required to conduct its business, and that it shall at all times, conduct its business activities in a reputable manner.

ARTICLE 30 – SEVERABILITY

If any term or provision of this Agreement, or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, or the application of such items or provision, to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected and every other term and provision of this Agreement shall be deemed valid and enforceable to the extent permitted by law.

ARTICLE 31 - AMENDMENTS AND MODIFICATIONS

No amendments or modifications of this Agreement shall be valid unless in writing and signed by each of the parties. The County reserves the right to make changes in the work, including alterations, reductions therein or additions thereto. Upon receipt by the Consultant of the County's notification of a contemplated change, the Consultant shall: (1) if requested by the County, provide an estimate for the increase or decrease in cost due to the contemplated change; (2) notify the County of any estimated change in the completion date; and (3) advise the County in writing if the contemplated change shall effect the Consultant's ability to meet the completion dates or schedules of this Agreement. If the County instructs in writing, the Consultant shall suspend work on that portion of the project, pending the County's decision to proceed with the change. If the County elects to make the change, the County shall issue a Change Order for changes, or a contract change order, if the original contract is be changed or amended the Consultant shall not commence work on any such change until such written change order has been issued and signed by each of the parties.

ARTICLE 32 – FLORIDA LAW & VENUE

This Agreement shall be governed by the laws of the State of Florida. Any and all legal action necessary to enforce this Agreement shall be held in St. Johns County, Florida.

ARTICLE 33 – ARBITRATION

The County shall not be obligated to arbitrate or permit any arbitration binding on the County under any of the Contract

Documents or in connection with the project in any manner whatsoever.

ARTICLE 34 - NOTICES

All notices required in this Agreement shall be sent by certified mail, return receipt requested, and if sent to the County shall be mailed to:

St. Johns County Purchasing Department
Attn: Jaime Locklear, Purchasing Manager
500 San Sebastian View
St. Augustine, FL 32084

and if sent to the Consultant shall be mailed to:

The Gaboton Group, LLC
Attn: Joshua J. Gaboton, President
9100 Westalphia Road
Upper Marlboro, MD 20774

ARTICLE 35 - HEADINGS

The heading preceding the articles and sections herein are solely for convenience of reference and shall not constitute a part of this Agreement, or affect its meaning, construction or effect.

ARTICLE 36 - PUBLIC RECORDS

- A. The cost of reproduction, access to, disclosure, non-disclosure, or exemption of records, data, documents, and/or materials, associated with this Agreement shall be subject to the applicable provisions of the Florida Public Records Law (Chapter 119, Florida Statutes), and other applicable State and Federal provisions. Access to such public records, may not be blocked, thwarted, and/or hindered by placing the public records in the possession of a third party, or an unaffiliated party.
- B. In accordance with Florida law, to the extent that Consultant's performance under this Contract constitutes an act on behalf of the County, Consultant shall comply with all requirements of Florida's public records law. Specifically, if Consultant is expressly authorized, and acts on behalf of the County under this Agreement, Consultant shall:
- (1) Keep and maintain public records that ordinarily and necessarily would be required by the County in order to perform the Services;
 - (2) Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost as provided in Chapter 119, Florida Statutes, or as otherwise provided by law;
 - (3) Ensure that public records related to this Agreement that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by applicable law for the duration of this Agreement and following completion of this Agreement if the Consultant does not transfer the records to the County; and
 - (4) Upon completion of this Agreement, transfer, at no cost, to the County all public records in possession of the Consultant or keep and maintain public records required by the County to perform the Services.

If the Consultant transfers all public records to the County upon completion of this Agreement, the Consultant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Consultant keeps and maintains public records upon completion of this Agreement, the Consultant shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the County, upon request from the County's custodian of public records, in a format that is compatible with the County's information technology systems.

Failure by the Consultant to comply with the requirements of this section shall be grounds for immediate, unilateral termination of this Agreement by the County.

IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF

**PUBLIC RECORDS AT: 500 San Sebastian View, St. Augustine, FL 32084, (904) 209-0805,
publicrecords@sjcfl.us**

ARTICLE 37 – USE OF COUNTY LOGO

Pursuant to, and consistent with, County Ordinance 92-2 and County Administrative Policy 101.3, the Consultant may not manufacture, use, display, or otherwise use any facsimile or reproduction of the County Seal/Logo without express written approval St. Johns County, Florida.

ARTICLE 38 – SURVIVAL

It is explicitly noted that the following provisions of this Agreement, to the extent necessary, shall survive any suspension, termination, cancellation, revocation, and/or non-renewal of this Agreement, and therefore shall be both applicable and enforceable beyond any suspension, termination, cancellation, revocation, and/or non-renewal: (1) Truth-in-Negotiation; (2) Federal and State Taxes; (3) Insurance; (4) Indemnification; (5) Access and Audits; (6) Enforcement Costs; and (7) Access to Records.

ARTICLE 39 – AUTHORITY TO EXECUTE

Each party represents that it has the lawful authority to enter into this Agreement and has authorized the execution of this Agreement by the party's authorized representative shown below.

ST. JOHNS COUNTY, FL:

Jaime T. Locklear, MPA, CPPO, CPPB, FCCM
Printed Name of County Representative

Purchasing Manager
Title of County Representative

Signature County Representative

Date of Execution

CONSULTANT:

The Gaboton Group, LLC

Signature of Consultant Representative

Printed Name & Title

Date of Execution

**ATTEST:
ST. JOHNS COUNTY, FL
CLERK OF COURT**

Deputy Clerk

Date of Execution

LEGALLY SUFFICIENT

Deputy County Attorney

Date of Execution

RFP NO: 19-35; FEDERAL LOBBYING SERVICES

EXHIBIT "A"

BASIS OF COMPENSATION

Basis of compensation shall be made in accordance with the monthly retainer rate as submitted on the proposal. The monthly retainer rate shall include all direct costs, indirect costs, and reimbursable expenses necessary to complete the scope of work. Requests for additional services or additional line items shall be submitted in writing and approved by St. Johns County prior to any work being implemented and shall be added to the applicable Contract Amendment.

RFP NO: 19-35; FEDERAL LOBBYING SERVICES
EXHIBIT "A-1"
MONTHLY RETAINER FEE PROPOSAL FORM

Each Respondent shall submit a monthly retainer fee for all necessary components to fulfill the requirements and project goals of this RFP as proposed in Part III Scope of Services for Federal Lobbying Services.

TASK #	DELIVERABLE	Monthly Rate
1	Monthly Retainer Fee	\$ 3,500.00

RFP NO: 19-35; FEDERAL LOBBYING SERVICES
EXHIBIT "B"
CONTRACT SCHEDULE

The Contract Period for this scope of work shall be as follows:

Initial Contract – Shall become effective on November 14, 2019, and shall remain in effect for a period of three (3) calendar years, or until funds may become exhausted.

Contract Renewal/s – The contract may be renewed, at the discretion of the County, for one (1), two (2) year renewal option, upon satisfactory performance by the Consultant, mutual agreement by all parties, the availability of funds and the continued need of the County for services.



St. Johns County Board of County Commissioners

Purchasing Division

NOTICE OF INTENT TO AWARD

July 2, 2019

RE: RFP 19-35; Federal Lobbying Services


Please be advised that the Purchasing Department of St. Johns County is issuing this notice of its Intent to Award a contract, after successful negotiations, to The Gaboton Group, LLC as the top ranked firm under **RFP 19-35; Federal Lobbying Services**. This notice will remain posted to the **St. Johns County Purchasing Department bulletin board** until 4:00 PM, Monday, July 8, 2019.

Any person (including any bidder or proposer) who is, or claims to be, adversely affected by the County's decision or proposed decision shall file a written Notice of Protest with the Purchasing Department of St. Johns County within 72 hours after the posting of the notice of decision or proposed decision. Failure to file a Notice of Protest within the time prescribed in Section 304.10 of the St. Johns County Purchasing Manual (the Bid Protest Procedure), or failure to post the bond or other security required by the County within the time allowed for filing a bond, shall constitute a waiver of proceedings and a waiver of the right to protest. The protest procedures may be obtained from the Purchasing Department and are included in the County's Purchasing Manual. All of the terms and conditions of the County Purchasing Manual are incorporated herein by reference and are fully binding.

Should the Purchasing Department receive no protests in response to this notice, an agenda item will be submitted to the St. Johns County Board of County Commissioners for their consideration and subsequent approval to award a contract.

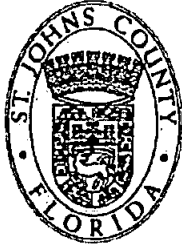
Please forward all correspondence, requests or inquiries directly to Erin Edwards, MAOL, CPP, Procurement Coordinator, at eedwards@sjcfl.us.

Sincerely,
St. Johns County
Board of County Commissioners


County Representative Signature

Date: 7/2/19

Jaime T. Locklear, MPA, CPPO, CPPB, FCCM
Purchasing Manager
(904) 209-0158 – Direct
(904) 209-0159 – Fax
jlocklear@sjcfl.us



**ST. JOHNS COUNTY
PURCHASING DEPARTMENT**

500 San Sebastian View
St. Augustine, Florida 32084

I N T E R O F F I C E M E M O R A N D U M

TO: Neal Shinkre, MBA, P.E., Public Works Director
FROM: Erin Edwards, MAOL, CPP, Procurement Coordinator
SUBJECT: RFP No. 19-35, Federal Lobbying Services
DATE: June 27, 2019

Please review, evaluate and make a written recommendation for this project. Also, indicate the budgeted amount for this item along with the appropriate charge code and return to my attention as soon as possible.

Please let me know if I can assist your department in any other way.

Dept. Approval *Palumbo/Keen*
Date *7/2/19*
Budget Amount *As Needed*
Account Funding Title *General Fund*
Funding Charge Code *0004-53120*
Award to *The Greboton Group, LLC*
Award Amount *Per Contract*

EVALUATION SUMMARY SHEET

ST. JOHNS COUNTY, FLORIDA

Date: June 27, 2019
RFP No: 19-35; Federal Lobbying Services

FIRM	RATER	RATER	RATER	RATER	TOTAL	Rank	COMMENTS
	Damon Douglas	Greg Caldwell	Jay Brawley	Wade Schroeder			
The Gaboton Group, LLC	96.7	91.7	92.7	93.7	374.8	1	
Becker Poliakoff, PA	81.8	85.8	95.8	87.8	351.2	2	
BGR Government Affairs	63.4	75.4	81.4	60.4	280.6	5	
CRD Associates	76.0	83.0	93.0	87.0	339.0	4	
Gray Robinson Attorneys at Law	77.5	83.5	93.5	87.5	342.0	3	

APPROVED: Purchasing Manager

James S. Hochman 7/2/19
[Signature]

SJC Public Works Director:

POSTING TIME/DATE FROM ~~1:00pm June 27, 2019, UNTIL 3:00pm July 2, 2019~~
4:00pm July 2, 2019, until 4:00pm July 8, 2019

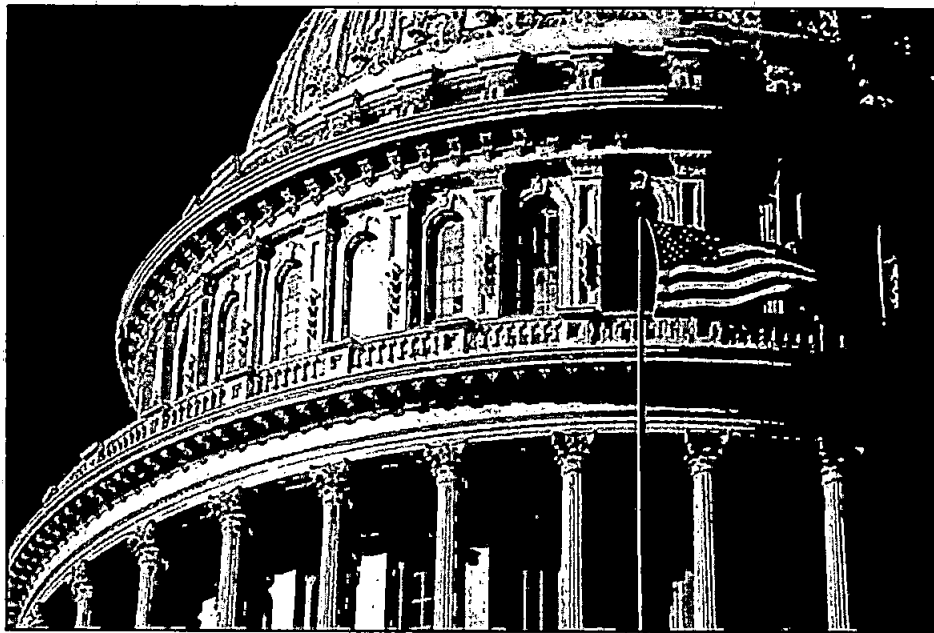
NOTE:

THE RANKING SHOWN ABOVE SHALL BE FOLLOWED UNLESS SPECIAL CONDITIONS MERIT A CHANGE IN THE NEGOTIATING ORDER, IN THIS CASE, THE SPECIAL CONDITIONS MUST BE EXPLAINED IN DETAIL IN THE COMMENTS SECTION OR ATTACHED TO THIS EVALUATION SUMMARY SHEET.

ANY RESPONDENT ADVERSELY AFFECTED BY AN INTENDED DECISION WITH RESPECT TO THE AWARD OF ANY SOLICITATION, SHALL FILE WITH THE ST. JOHNS COUNTY PURCHASING DEPARTMENT A WRITTEN NOTICE OF INTENT TO FILE A PROTEST NOT LATER THAN SEVENTY-TWO (72) HOURS (EXCLUDING SATURDAY, SUNDAY AND LEGAL HOLIDAYS) AFTER THE POSTING OF THE NOTICE OF INTENT TO AWARD. PROTEST PROCEDURES MAY BE OBTAINED FROM THE DESIGNATED POINT OF CONTACT IN THE PURCHASING DEPARTMENT.



**PROPOSAL TO PROVIDE COMPREHENSIVE FEDERAL
LOBBYING AND GRANT CONSULTING SERVICES FOR THE
ST. JOHNS COUNTY, FLORIDA**



RFP # 19-35

JUNE 6, 2019

**JOSHUA J. GABOTON, PRESIDENT
THE GABOTON GROUP, LLC
9100 WESTALPHIA ROAD
UPPER MARLBORO, MD 20774
(202) 220-3151
JGABOTON@GABOTON-GROUP.COM**



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June 6, 2019

Ms. Erin Edwards, MAOL, CPP, Procurement Coordinator
St. Johns County Purchasing Department
500 San Sebastian View
San Augustine, Florida 32084

Dear Ms. Edwards:

The Gaboton Group is pleased to submit the following proposal to continue to provide **Comprehensive Federal Lobbying and Grant Consulting Services** to St. Johns County.

The Gaboton Group is proud to be one of the premier government and public affairs firms in the Washington, DC metropolitan area. The Firm has built a distinguished reputation for effective public policy representation on behalf of counties and other public entities throughout the State of Florida, as well as numerous corporations, coalitions, and industry trade associations across the country.

Our roots in St. Johns County are deep and I have a personal history in the County having served as Senior Policy Advisor to Former Congressman John Mica, where I worked directly with County Commissioners, staff and community leaders on a wide variety of local, State and federal projects and initiatives. During my tenure, I personally helped the Congressman secure more than \$71 million in federal funding for a wide variety of critical infrastructure and essential community projects, including:

- ✓ St. Johns County Shore Protection and Erosion Control/Monitoring Projects (\$1.2 million)
- ✓ St. Johns County Central Sewer System Project (\$347,935)
- ✓ St. Johns County Council on Aging Transportation Program (\$2.5 million)
- ✓ Revitalization of West Augustine Initiative (\$350,000)
- ✓ US 1 Interchange at CR 210 - 4-laning of the Palm Valley Bridge (\$6.3 million)
- ✓ SR 9B Extension Project (\$2.8 million)
- ✓ SR 312 Extension and Bypass (\$13 million)
- ✓ St. Augustine to East Palatka Rail Trail (\$2.9 million)
- ✓ St. Johns County Education, Prevention, Intervention and Counseling (\$100,000)
- ✓ St. Augustine/St. Johns County Airport Improvements and Expansion (\$3.36 million)
- ✓ Boys & Girls Club in West Augustine (\$1.8 million)
- ✓ Guana-Tolomato-Matanzas National Estuary Environmental Center (\$1.98 million)

In addition, I also assisted Rep. Mica in securing jobs in the region by helping to attain \$35 million in Department of Defense funding for the Northrop Grumman Corporation to perform repairs, maintenance and modifications to the EA-6B Aircraft Fleet. Securing this funding was essential to the local economy and the country's national security requirements.

Furthermore, after spending more than 8 years working for Rep. Mica, I had the privilege to continue to represent St. Johns County in Washington as Principal at my former firm, where I helped secure more than \$3.2 million in federal funding for St. John County's Shore Protection and Beach Construction Projects, Emergency Management Telecommunication System, and the Northeast Florida Regional Airport.

Now, as President of The Gaboton Group, I am pleased to inform you that I personally secured more than \$48.3 million in federal funds to protect St. Johns County Shoreline and Beaches, organized relationships and Press Conferences with FEMA, the State of Florida Division of Emergency Management, the Army Corps of Engineers and the local Press and Television Media following the last 2 major Hurricanes and natural disasters, and created a unified rapport with the County's Congressional Delegation, including Federal Agencies. These are just a few accomplishments on behalf of the County, as you will see more within the proposal.

I am eager to continue our working relationship with St. Johns County. Recognized as a true bipartisan firm, The Gaboton Group's partners and personnel are drawn from both sides of the political aisle and have close working relationships with many key legislators and staff in the United States Senate and House of Representatives, as well as in the ranks of political appointees and senior career staff in most Federal agencies.

We are privileged to provide services to numerous public bodies, including counties, cities, universities, colleges, school districts, and other various municipal agencies. On their behalf, we work diligently to secure legislative appropriations and Federal grants and to affect broad national policy.

With the prospect of additional significant budget cuts in the surrounding region and State of Florida, it is imperative that the County continue to have a strong voice in Washington to maximize participation in Federal programs; and to seek funding opportunities through Congress and Federal departments and agencies. In this area, our track record and history of successes on behalf of our clients speaks for itself. We have successfully assisted our clients in obtaining essential support and direct Federal assistance for a wide range of projects.

I would be honored to have the opportunity to continue to represent St. Johns County in the nation's Capital and look forward to discussing how we can assist the County in obtaining Federal assistance and impacting Federal policy in Washington.

I am authorized to obligate our firm to honor the commitments set forth in our proposal and to execute a contract. For purposes of contract negotiation and implementation, I can be reached at (202) 285-5002, or by email at JGaboton@Gaboton-Group.com.

Sincerely,

Joshua J. Gaboton
President

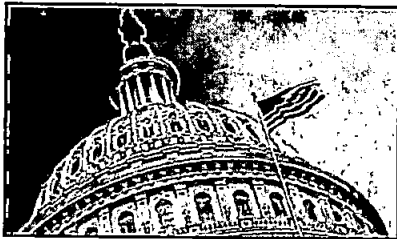
TAB 3 – COMPANY AND STAFF QUALIFICATIONS

ABOUT THE FIRM

The Gaboton Group, LLC is a leading government and public affairs firm headquartered in Washington, DC. Our firm's personnel include a former member of Congress, senior staff from Capitol Hill and the Executive Branch, as well as public relations and marketing specialists.



From legislative and regulatory affairs to communications and government marketing and procurement, The Gaboton Group has helped corporations, individuals, municipal governments, associations, and alliances meet their government affairs goals. The measure of our success is the tenure of our client representation – many of which have been with us for nearly 10 years.



Drawing on the expertise of Founder and President, Joshua J. Gaboton, The Gaboton Group provides effective representation and advocacy before government decision-makers. The Firm's bipartisan reputation, combined with our high standards of excellence, command attention from senior level decision-makers in the Administration, the Halls of Congress, and offices of every department and agency throughout the federal government.

Notably, The Gaboton Group was named one of *Washington's Premiere and Influential Lobby Firms* – based on our successful leadership in representing the government and public affairs needs of America's communities. We have built a distinguished reputation for effective public policy representation on behalf of a broad spectrum of counties, cities, airport and seaport authorities, and school districts, as well as private sector clients nationwide. Our efforts for these clients have included helping to secure legislative appropriations, Federal contracts and grants, as well as advocating national policy initiatives.

Bipartisan Congressional Relationships

Recognized as a bipartisan firm, the partners and personnel of The Gaboton Group are drawn from both political parties and have among them close working relations with key legislators and staff on both sides of the aisle. Likewise, the team assembled to represent St. Johns County, and Firm partners and associates, maintain a great rapport with the County's Congressional Delegation, which will provide a strong base of support for implementing your Federal Legislative Agenda.



In addition to a strong relationship with the Congressional Delegation, The Gaboton Group has solid working relationships with key chairmen, ranking members, and senior congressional committee

staff. Through our representation of clients from across the country, we are capable of promoting the County's initiatives to other key leaders on Capitol Hill who are not from Florida.

Perhaps most importantly, the Firm is well acquainted with key committee chairmen, ranking members and members of Congress who will be instrumental in achieving the goals of the County, such as those that sit on the House and Senate Appropriations Committees, House Transportation and Infrastructure (T&I) Committee, Senate Environment and Public Works Committee, and several other congressional committees.

Executive Agency Relationships



In addition to Capitol Hill, our long-term bipartisan relationships extend well into the ranks of political appointees and senior career staff in many of the Federal agencies. The Gaboton Group has extensive contacts and significant experience in working with the Administration, including the Departments of Education, Labor, Energy, Transportation, Interior, Homeland Security, Commerce, Justice, Housing and Urban Development; the Environmental Protection Agency (EPA); and the Economic Development Agency (EDA).

These relationships with department officials and staff will be an asset to the County if it encounters a problem that falls under the department's jurisdiction. Often, a client will need to cut through bureaucratic red tape and meet with the appropriate Federal department employee in order to solve a problem expeditiously. Essentially, we always stand ready to assist at a moment's notice on these matters.

We will be your eyes, ears and voice in Washington D.C. – representing you before Congress and the Executive Branch, guiding your issues and projects through the various processes, whether it is obtaining specific funding for a project or helping you shape Federal policy.

LOCAL GOVERNMENT EXPERTISE

Transportation and Infrastructure

The Gaboton Group has long been considered an expert in the transportation field and has built a distinguished reputation for effective public policy representation on behalf of numerous municipal governments and their entities, transportation authorities, and commercial and regional airports.



A few examples of projects for which we assisted our clients on transportation issues include:

- ✓ **\$20 million** for the City of Dania Beach-Fort Lauderdale Airport Noise Mitigation and Sound Insulation Program - ensures federal funding will be available to complete the sound-proofing of resident's homes in the Dania Beach community, which were affected by the FLL Airport Expansion Project
- ✓ **\$750,000** for the East-West Bus Connector, City of Homestead, Florida
- ✓ **\$750,000** for U.S. 441/SR7 Interchange at 11th Street, City of Lauderhill, Florida
- ✓ **\$500,000** for city traffic calming, City of Boca Raton, Florida
- ✓ **\$500,000** for US 27/SR 80, Hendry County, Florida
- ✓ **\$268,000** for maintenance of roadway in Ocala National Forest on behalf of Putnam County, Florida

Clean Water and Wastewater Infrastructure



The Gaboton Group has a long history of successfully representing the water and wastewater needs of cities, counties and public authorities around the country. We are intimately familiar with the host of Federal departments and programs that support water and wastewater infrastructure.

The more prominent of these programs include: (1) Environmental Protection Agency (EPA) State Revolving Fund; (2) U.S. Department of Agriculture (USDA) Rural Utilities Program; (3) Economic Development Administration (EDA) Public Works programs; and (4) the U.S. Army Corps of Engineers (USACE) Section 219 Environmental Infrastructure Program.

In the past, we have been able to assist client achieve funding for a variety of clean water and wastewater projects, such as:

- ✓ **\$600,000** for a stormwater management plan, City of Riviera Beach, Florida
- ✓ **\$500,000** for a water utility upgrade project, City of Homestead, Florida
- ✓ **\$485,000** for water and wastewater infrastructure improvements, Hillsborough County, Florida
- ✓ **\$200,000** for an alternative water project, Hillsborough County, Florida

Health and Human Services

The Gaboton Group has developed a unique expertise in assisting communities in their Health and Human Services efforts. In particular, our firm has tremendous experience in helping communities obtain essential funding for critical community services, including: health care, affordable housing, workforce training, homelessness prevention, and veterans' affairs.



The Labor, Health and Human Services, Education; Commerce, Justice and Science; and Transportation, Housing and Urban Development appropriations bills include numerous program accounts that may provide the City with opportunities to obtain funding for its community services requirements. A few examples of where our clients have been successful in expanding community programs with Federal funds include:

- ✓ \$690,000 for facilities and equipment at the William F. "Bill" Dickinson Senior Center, City of Homestead, Florida
- ✓ \$475,000 for Senior Center bus program, City of Pembroke Pines, Florida
- ✓ \$240,000 for a Senior Citizens Center, City of Maitland, Florida
- ✓ \$28,860 to implement a "fall prevention" education program for their elderly population, City of Deerfield Beach, Florida

Law Enforcement/Public Safety/Homeland Security



The Gaboton Group has a strong record of helping clients obtain Federal funding with regard to law enforcement, public safety, and homeland security. Public safety and law enforcement issues are bipartisan issues that have broad support, particularly in regard to funding for first-responders, communication interoperability, and crime prevention.

We continuously monitor and advocate that resources be directed toward crime-fighting technology, juvenile delinquency programs, emergency responders, and a wide array of other homeland security related enhancements for our public clients, as they are on the front lines of law enforcement and crime prevention. A sample of our clients' successes in obtaining support for crime prevention programs is included below:

- ✓ \$229,497 for essential law enforcement technology, drug intervention, and Justice and Mental Health Programs in St. Johns County, including:
 - \$75,000 for the Justice and Mental Health Collaboration Project
 - \$34,592 for the License Reader Plate Project
 - \$33,000 for Information Technology Advancement
 - \$32,000 for Mobile Technology Upgrades
 - \$28,312 for the Inflatable Lighting Project
 - \$26,593 for the Fentanyl Safety Initiative
- ✓ \$499,500 to upgrade the police department's radio system Jupiter, Florida
- ✓ \$158,000 for Emergency Operations Center, City of Maitland, Florida
- ✓ \$140,778 for a Firefighters Assistance Grant, City of Oviedo, Florida
- ✓ \$133,950 for a VHF radio system, City of Melbourne, Florida
- ✓ \$133,348 in Department of Justice Grant funding on behalf of Putnam County, FL.

Housing and Community/Economic Development

The Gaboton Group has worked extensively on behalf of our public clients to obtain funding for downtown improvement, economic development, urban redevelopment and parks. We have assisted communities secure critical investments from a number of different agencies, particularly the EPA and the U.S. Department of Housing and Urban Development (HUD).



We have supported the granting of HUD Section 108 loans for communities needing a source of financing for economic development, housing rehabilitation, public facilities, and large-scale development projects. Additionally, we have supported maintaining Community Development Block Grants (CDBG) along with U.S. Department of Commerce, Economic Development Administration (EDA) grants for revitalization and reuse of idle and abandoned industrial land and facilities. A summary of several of our clients' successes includes:

- ✓ **\$5 million** from Department of Labor, Employment and Training Administration, Workforce & Career Development Job-Training Program on behalf of the Torres-Martinez Desert Cahuilla Indians
- ✓ **\$3.5 million** Economic Development Administration Grant for the construction of a Workforce Development Training Center in California's Coachella Valley
- ✓ **\$250,000** for the Upper Marlboro, MD Downtown Economic Development Initiative
- ✓ **\$248,871** to assist the City of Dania Beach's Community Redevelopment Agency to expand our healthy foods initiative to local residents, families and individuals through our Farmers Market.
- ✓ **\$220,000** for environmental clean-up and disposal of hazardous waste material on behalf of Putnam County, Florida.
- ✓ **\$150,000** Historic Preservation Grant on behalf of Putnam County, Florida

STAFF QUALIFICATIONS AND PROJECT TEAM

Staff Qualifications

The Gaboton Group is comprised of professionals who reflect a rich diversity in both background and expertise. Collectively, The Gaboton Group partners have more than 100 years' government and public affairs experience successfully managing issues on behalf of a broad spectrum of public clients before the United States Congress and the Executive Branch. The firm has built a distinguished reputation for effective public policy representation on behalf of numerous municipal governments, as well as a myriad of corporations including those in the transportation, maritime, energy and environmental, communications, health care, and defense industries.

As a result, we have gained valuable experience on a broad range of federal funding and policy issues. Our partners and associates have developed specialty areas of expertise, which cover most federal legislative programs. Although municipalities will traditionally take similar positions on

issues, we have advocated the specific goals of particular cities and counties and are prepared to monitor key issues affecting St. Johns County and inform the County of significant legislative developments as they occur. We are capable of promoting passage of legislation and working to affect the final product in a manner that will assure maximum benefit to St. Johns County.

Proposed Client Team

The Gaboton Group's solution to successful representation in Washington is the employment and implementation of a "Team Approach" which draws upon partners and associates whose expertise might best assure success on your behalf. As with any good organization, our greatest strength, and your best assurance of our successful service on behalf of St. Johns County, resides in the team that we would assemble to represent your interests in Washington.

In this regard, the firm selects team members whose policy expertise best matches the client and has assembled a team of professionals with significant experience and expertise in all aspects of the County's federal issues to work on behalf of St. Johns County. The objectives of the County will be paired with the skills and experience of the firm's partners and associates to maximize the likelihood of success in implementing your federal agenda. Although different members of the client team may take the lead on various projects, each of the team members will be knowledgeable of the County's issues.

The proposed client team for St. Johns County will be: **Joshua J. Gaboton, Former Congressman John Mica, Trace Roller, and D'Anne Mica.** Each of these individuals has substantial experience in representing local governments in Washington and brings a wealth of knowledge of these unique issues to the St. Johns Client Team. Additional partners and associates will be available as needed. There will be no additional charge for their work on the County's behalf.

Joshua J. Gaboton, President and Client Team Lead



Joshua J. Gaboton, will continue to serve as the primary contact and Client Team Leader for St. Johns County providing oversight and leadership for implementing the County's Legislative Agenda.

Mr. Gaboton spent more than 8 years on Capitol Hill under the leadership of United States Representative, John L. Mica, who represented St. Johns County in Congress from 2003-2012. As Legislative Director and Senior Policy Advisor for Congressman Mica, he advised on issues involving Appropriations, Transportation, Housing, Homeland Security, Telecommunications and Army Corps of Engineers.

Mr. Gaboton, has accrued an impressive record of securing federal funds and legislative victories for municipalities and private sector entities nationwide, including St. Johns County - securing more than \$3.2 million in federal funding for the Shore Protection and Beach Construction Projects, Emergency Management Telecommunication System, and Northeast Florida Regional Airport.

Mr. Gaboton has in-depth knowledge in the areas of Transportation, Appropriations, Housing, Homeland Security, and Army Corps of Engineers. He worked extensively with the House Transportation and Infrastructure Committee and the Senate Commerce, Science, and Transportation Committee.

As a result, he has developed excellent working relationships with the Chairman and Ranking Members of these important Committees, as well as other Members of Congress and staff on key House and Senate Committees. These ongoing working relationships have been a significant advantage to firm clients interested in the development of transportation policy and funding initiatives at the federal, State, and local level.

In addition, Mr. Gaboton has experience working with the Department of Housing and Urban Development (HUD) and its Public and Affordable Housing Programs on behalf of numerous public and private sector clients. His work with HUD includes work with Administration officials at the highest levels. On behalf of firm clients, Mr. Gaboton has worked with HUD on a broad range of policy and affordable housing initiatives and has particular expertise in working with the Office of Public and Indian Housing.

Other Administrative agency experience includes work with the Department of Homeland Security, Department of Defense, Department of Commerce, United States Fish and Wildlife, Army Corps of Engineers, and the Environmental Protection Agency.

A Florida native, Mr. Gaboton holds a bachelor's degree in History and Political Science from the University of Central Florida.

Client Team Role:

Joshua J. Gaboton, will oversee the delegation of tasks to the other team members and will be the County's main point of contact. As the Client Team Manager, Mr. Gaboton will be the primary contact on Capitol Hill and with the Federal Departments on behalf of St. Johns County.

Mr. Gaboton will routinely communicate with the County through phone calls, e-mails, conference calls and/or video conferences. To interface with St. Johns County's representatives, we would recommend using a hub and spoke approach – where we have one central contact at the County through whom we communicate all issues, and who then brings in subject matter specialists from the various departments as needed.

Mr. Gaboton will ensure that the County receives timely reports and updates on legislation and federal policy initiatives and will keep the County apprised of all work on behalf of St. Johns County. We would monitor relevant pieces of federal legislation, executive branch priorities, federal agency rulemakings and other federal issues impacting St. Johns County and inform you of significant developments as they occur.

The Honorable John L. Mica



Former Congressman John L. Mica was elected to the House of Representatives in 1992 to represent Florida's 7th Congressional District. As the Chairman of the House Transportation and Infrastructure Committee, Mr. Mica was responsible for developing and overseeing federal policy and projects relating to aviation, highways, transit, rail transportation, pipelines, the Coast Guard, maritime transportation, water infrastructure and resources, economic development, public buildings and emergency management issues. Under Mica's Chairmanship, a total of 55 bills were passed under the Committee's jurisdiction in the House; of which 30 measures were signed into law.

Prior to his election to Congress, Mr. Mica established several successful business ventures including real estate, communications, international trade consulting and governmental affairs firms. The Florida Jaycees recognized Mr. Mica's work in reorganizing local government by awarding him the Florida State Good Government Award. A member of the Florida House of Representatives from 1976-1980, Mica served on the Appropriations, the Select Energy, the Ethics and Elections and the Community Affairs Committee. Later, Mica served as Chief of Staff and Administrative Assistant to Florida Republican United States Senator Paula Hawkins.

Mr. Mica graduated from the University of Florida (1967) and Miami-Dade College (1965). Mica has also been awarded honorary doctorate degrees from Bethune-Cookman University, Embry-Riddle Aeronautical University, College and Stetson University and an honorary degree from Daytona State College. He is active in national and community affairs and is listed in *Who's Who in American Politics*. He is a member of the Delta Chi Fraternity and Florida Blue Key. Mica has served as a member of the U.S. Coast Guard Academy Board of Visitors the Kennedy Center Board of Trustees. Mr. Mica served six years as the Speaker's Representative to the U.S. Capitol Preservation Commission and was formerly a Member of the House Administration Committee.

Mr. Mica and his wife, Patricia have resided in Central Florida since they were married in 1972. They have two adult children, D'Anne and Clark.

Client Team Role: Mr. Mica will assist the client team manager with County's federal legislative objectives, including assisting the client team with meetings on Capitol Hill as-needed, including direct interactions with Members of Congress.

R. Trace Roller, Managing Partner and Director of Grant Program



Trace Roller is a highly motivated and accomplished public affairs leader with nearly two decades of advocacy and business development experience in federal, state and local venues. He has in-depth experience in advocacy communications and government relations and serves as a bipartisan advocate on behalf of a broad spectrum of nationally significant domestic and international government, corporate, education and non-profit interests.

Mr. Roller applies the knowledge and experience he gained on Capitol Hill and the Texas Legislature to assist clients who benefit from his understanding of the inner workings of federal and state agencies. Paramount in these efforts, he has effectively positioned clients to navigate the federal and state legislative and regulatory processes and benefit from legislation and affect regulatory policy.

Importantly, Mr. Roller has proven a persuasive force helping clients secure hundreds of millions in appropriations, authorizations and competitive grant funding awarded for a multitude of essential infrastructure, economic development, public safety, and education initiatives.

Prior to transitioning to the private sector, Mr. Roller served the State of Texas in various capacities at the Texas Department of Agriculture and Texas House of Representatives where he worked with elected officials and industry representatives in the development and implementation of sound legislative strategies with respect to a number of key state and local policy issues.

Mr. Roller began his career on Capitol Hill serving on the legislative staff of Representative Pete Sessions of Texas. He holds a bachelor's degree from Texas A&M University and a master's degree from The George Washington University.

Client Team Role:

Mr. Roller will assist the Client Team Manager in the day-to-day work for St. Johns County, managing all aspects of the contract. He will continue to serve as a liaison between the County and its congressional delegation, members of Congress and congressional committee staff and Federal departments. Likewise, he will co-lead the Team's efforts in seeking federal grant funding on behalf the County's federal legislative objectives and initiatives.

D'Anne Mica, Partner



Ms. Mica has worked on behalf of a portfolio of clients with issues related to education, transportation, economic development, technology, and immigration. She has successfully led the lobbying efforts of coalitions and organizations before Congress to amend and promote broad national policies. Ms. Mica has also been active in the firm's grass-roots communications and education campaigns.

Prior to joining the firm, Ms. Mica was successful in the public sector and corporate arena. Not only did D'Anne provide consultation services to the Sanford Airport Authority for 10 years, she also served as Vice President of Corporate Communications at Bags Inc. Ms. Mica led grasshopper media as Managing Partner and Co-Founder, including Mica Strategic Communications as Founder and President. Both are public relations and government affairs firms in Washington, DC.

Client Team Role:

Ms. Mica will assist the Client Team Manager will serve as a liaison between the County and its congressional delegation, members of Congress and congressional committee staff and Federal departments.

SUB-CONSULTANT INFORMATION

The Gaboton Group will not subcontract any work covered by a subsequent agreement resulting from this proposal, our staff and proposed client team have the experience and capabilities required to meet the work scope objectives of the County. **For your convenience, Attachment I – List of Proposed Sub-Consultants is provided at Tab 8.**

ORGANIZATION CHART

The Gaboton Group was founded as Maryland C Corporation to provide comprehensive federal government relations and public affairs services. **For your convenience, a copy of the firm's Organizational Chart is included as an attachment at Tab 9 - Appendix.**

BUSINESS DOCUMENTATION

The Gaboton Group maintains all necessary licenses, permits, certifications required to perform the work described herein throughout the duration of the Contract. **Documentation of proper and valid licensing to conduct business is provided as an attachment Tab 9, and includes:**

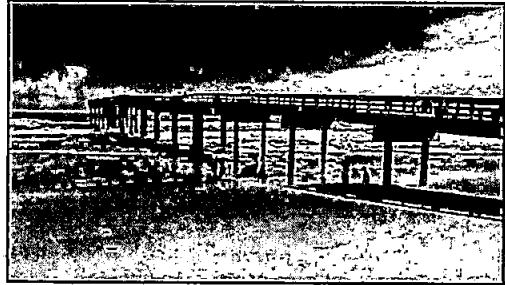
- State of Florida SunBiz Registration
- Maryland Corporation Registration
- U.S. House and U.S. Senate Lobby Registration

TAB 4 – RELATED EXPERIENCE

COMPREHENSIVE FEDERAL GOVERNMENT RELATIONS ON BEHALF OF ST. JOHNS COUNTY

Army Corps of Engineers - St. Johns Coastal Storm Risk Management Project (CSRМ).

The Gaboton Group has tremendous expertise working with the Army Corps of Engineers in the public and private sectors. Since 2014, Josh Gaboton has secured more than **\$1.7 million in federal studies and investigations, and singlehandedly secured \$36.8 million in design and construction funding** following Hurricanes Irma and Matthew for the St. Johns Coastal Storm Risk Management Project (CSRМ).



We are pleased to report that, in addition to the CSRМ Project, the Gaboton Group also secured an **additional \$9.8 million St. Johns County, St Augustine Beach Renourishment Project**. Similarly, The Gaboton Group has worked diligently with the County's Congressional Delegation to ensure that the Army Corps of Engineers Chiefs Report (August 8, 2017) to the St. Johns Hurricane and Storm Damage Reduction Project was included and now authorized in the 2018 Waters Resources Development Act Legislation, which is now Public Law No: 115-270.

FEDERAL HURRICANE RECOVERY ASSISTANCE (MATTHEW AND IRMA)

Hurricanes Matthew (2016) and Irma (2017) caused catastrophic damage and widespread devastation in Florida. In the aftermath both storms, The Gaboton Group began working with County officials and FEMA Disaster Response teams coordinating bi-weekly phone calls between FEMA officials and St. Johns County representatives in order to expedite the County's hurricane recovery projects.



Notably, The Gaboton Group helped the County receive more than \$86.7 million in cumulative federal assistance for hurricane recovery efforts for both storms, including:

- **\$56.8 million** under FEMA Public Assistance Program to support debris removal, life-saving emergency protective measures, and restore critical public infrastructure.
- **\$15.2 million** under the FEMA Individuals and Households Program for financial assistance or direct services to help disaster survivors with expenses and serious needs.

- **\$14.7 million** under Hazard Mitigation Grant Program for sixteen mitigation projects in St. Johns County to support long-term efforts that reduce the impact of future events.
- **Another nine potential projects remain under review for St. Johns County totaling an estimated \$6.2 million.** To date, FEMA has yet to receive a single no HMGP projects for funding consideration for from FDEM. The State is reviewing applications and determining priorities and eligibility, etc., and submitting to FEMA those which meet program criteria and according to their established priorities. Because the State received over 700 projects, this effort is ongoing and projects are being submitted to FEMA every day.

FEMA FIREFIGHTER ASSISTANCE GRANTS

The Gaboton Group has been tremendously successful leading efforts alongside the St. Johns County Fire Rescue Division to secure federal investment in a number of key public safety and lifesaving service projects - culminating in some **\$4.1 million** in assistance, including:

- **\$3.4 million** under the Staffing for Adequate Fire and Emergency Response Grants (SAFER) program to provide funding to help increase or maintain the number of trained, front line firefighters.
- **\$736,132** under the Assistance to Firefighters Grant (AFG) program to modify St. Johns County Fire Rescue facilities
- **\$10,477** under the Fire Prevention & Safety (FP&S) program to enhance safety of the public and firefighters from fire and related hazards

DEPARTMENT OF JUSTICE LAW ENFORCEMENT GRANTS

The Gaboton Group has also been pleased to assist the St Johns County Sheriff's Office by working with the Department of Justice and Congress to secure critical funding for a number of essential law enforcement technology, drug intervention, and Justice and Mental Health Programs, including:

- ✓ **\$75,000** for the Justice and Mental Health Collaboration Project
- ✓ **\$34,592** for the License Reader Plate Project
- ✓ **\$33,000** for the Information Technology Advancement
- ✓ **\$32,000** for the Mobile Technology Upgrade
- ✓ **\$28,312** for Inflatable Lighting Project
- ✓ **\$26,593** for the Fentanyl Safety Initiative

HUD COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) DESIGNATION

The Gaboton Group assisted the County to become a CDBG Entitlement Urban County which now allows the County to direct federal funding to smaller communities for neighborhood revitalization, economic development, and community development and enhancement projects.

PRIOR SUCCESSFUL ENGAGEMENTS IN FLORIDA

Okaloosa County, Florida – East Pass Channel Dredging

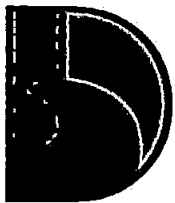


Okaloosa County was seeking federal funding to dredge the East Pass Channel, which is an Army Corps of Engineers authorized and maintained project. Unfortunately, tropical storms and recent natural disasters such as Hurricane Isaac have caused significant sand movement and shoaling in the channel. These incidences have caused access to Destin Harbor difficult, and at times impossible. In addition, due to budget constraints, federal funding for deep-water ports such as the East Pass Channel removed this waterway from the Army Corps of Engineers Operations and Maintenance

dredging project list.

Following numerous meetings with members of Congress, staff, including senior officials at the Army Corps of Engineers Headquarters in Washington, DC, we were successful in helping to secure \$1 million in the Corps FY 2014 Work Plan for Operations and Maintenance of the East Pass Canal

City of Dania Beach, Florida – Noise Mitigation Program



DANIA BEACH
SEA IT. LIVE IT. LOVE IT.

City of Dania Beach sought to initiate a comprehensive Noise Mitigation Program with the FAA during major expansion project at the Fort Lauderdale/Hollywood Airport. While this major transportation expansion project sought to spur economic growth and increase jobs in the region, a large community of residents south of the runway in Dania Beach consistently did not support the runway extension project due to the noise implications and increased air traffic volume at this Airport.

For more than two years, local county and city officials held numerous meetings in Florida and at the FAA regional office in Atlanta to establish a comprehensive Noise Mitigation Program. Several proposals were initiated, but they did not receive the full support of all parties – particularly the community residents south of the runway.

While the Federal Aviation Administration Reauthorization Legislation would have been the ideal legislative vehicle to include a comprehensive Noise Mitigation agreement between the FAA and local municipalities, Congress passed the bill excluding the local noise mitigation agreement provision. However, following the completion of the FAA bill, The Gaboton Group convened

several meeting in Washington with representatives from Broward County, City of Dania Beach and officials from the FAA.

We were successful in establishing a new Noise Mitigation Pilot Program within existing FAA authority and rules. The new Pilot Program now allows residents the option to "soundproof" their homes in accordance to FAA regulations (Interior noise levels not greater than 45 DNL; and Minimum interior noise level reduction of 5 dB); or enter into a Sales Assistance Program at fair market value. The earlier proposals "only" gave the homeowner the opportunity to choose one option.

For your convenience, Attachment O – Previous Experience is provided at Tab 8

REFERENCES

- Reference Company:** Putnam County, Florida
Date(s) of Service: 2008 - Present
Project Information: Putnam County Water Infrastructure Enhancement Project; Putnam County Barge Port Dredge Project
Primary Contact: Terry Suggs, County Administrator
Phone Number: (386) 227-4759
Email Address: terry.suggs@putnam-fl.com
- Reference Company:** Putnam County, Florida
Date(s) of Service: 2002 – Present
Project Information: Putnam County Water Infrastructure Enhancement Project; Putnam County Barge Port Dredge Project; St. Johns County Shore Protection Project
Primary Contact: Press Tompkins, P.E., Public Works Director; Former County Engineer for St. Johns County, FL
Phone Number: (904) 392-6999
Email Address: press.tompkins@putnam-fl.com
- Reference Company:** Okaloosa County, Florida
Date(s) of Service: 2007 - Present
Project Information: Okaloosa County Shore Protection Project; East Pass Dredge Project
Primary Contact: Jim Trifilio, Coastal Management Program
Phone Number: (850) 304-8131
Email Address: jtrifilio@myokaloosa.com

Reference Company: City of Dania Beach, Florida
Date(s) of Service: 2009 - Present
Project Information: City of Dania Beach FAA Noise Mitigation Program; Army Corps of Engineers Sand Placement Initiative;
Primary Contact: Former Mayor The Honorable Anne Castro; current Executive Director Dania Beach Housing Authority
Phone Number: (954) 914-9496
Email Address: acastro@daniabeachhousing.org

For your convenience, Attachment P – Project References is provided at Tab 8.

TAB 5 – APPROACH AND INNOVATION

TECHNICAL APPROACH TO SERVICES

The Gaboton Group has decades of experience navigating the legislative, appropriations and authorizing processes on Capitol Hill and the competitive grant, regulatory and policy process within federal departments. Our efforts on behalf of each client are tailor-made to meet that client's needs. We pride ourselves in our commitment to service and attribute our high client retention rate to that service.

The firm's approach with both new and current clients includes:

- Continuous communication with the client and key decision makers in Congress;
- Understanding the agendas of those from whom we are requesting assistance so we can fit our client's objectives into that agenda;
- In-depth knowledge of the programs and issues of importance to our clients;
- Access to decision-makers; and
- Creative and persistent pursuit of our client's goals.

We envision a hub and spoke approach to this project, where we would establish one or two main points of contact at the County to map out a Federal agenda that achieves St. Johns' goals. Upon commencement of our contract, we would continue working with St. Johns County officials to revise its Federal legislative agenda based on your current priority objectives. In consultation with County staff, we would perform a candid appraisal of each specific objective and design and implement a strategy that raises the consciousness and awareness of issues relating to the County with your Congressional Delegation and Executive branch agencies.

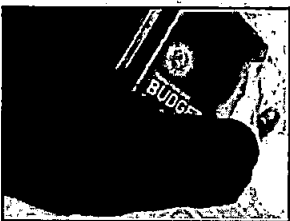
As a firm that has been representing public entities for years, we are well equipped to assist St. Johns County in Washington by:

- Maintaining contact with members of the Florida Congressional Delegation and other public officials for the purpose of educating them on the County's position, concerns and/or support for pending legislation;
- Studying proposed legislation to determine possible effects on the County's interests;
- Meeting with Members of Congress and public officials to emphasize supposed weaknesses or merits of specific bills to influence passage, defeat, or amendment of measure, or introduction of legislation more favorable toward the County's interests;
- Planning and coordinating meetings between the County and elected officials to discuss legislative issues and proposals and allow officials to respond to the County's concerns;

- Contacting regulatory agencies and testify at public hearings to enlist support for the County's interests;
- Developing positions in the County's best interests, including writing and distributing papers on issues as well as making oral presentations for legislators and other public officials;
- Preparing and distributing reports on legislative events and activities, as well as the current status of bills of interest during legislative sessions;
- Attend County Board meetings and provide written and oral status reports, as requested or deemed appropriate by the Board;
- Assisting the County in securing available Federal funding, and advising on potential adverse impacts on funding;
- Assisting the County in obtaining significant governmental support for major new initiatives;
- Advising the County in writing and on a timely basis of pending regulatory and/or legislative issues that may potentially impact the County;
- Assisting the County in preparing for appearances at regulatory and/or legislative hearings relating to issues that may potentially impact the County; and
- Providing comprehensive federal grant services including: regular grant alert notification; customized prospecting services; grant writing and application development; peer evaluation and critique services; as well as obtaining congressional support.

CONGRESSIONAL BUDGET APPROPRIATIONS

A core part of our practice is assisting communities secure funding through the appropriations process. We are experts in helping our clients navigate this process and our efforts have aided our clients in achieving hundreds of millions of dollars of funding over our long history.



With Washington's current emphasis on cutting federal spending and Congress operating under a moratorium on congressionally-directed appropriations (i.e. earmarks), the need to be creative in identifying sources of funding and strategically positioning the County's priorities is more important than ever.

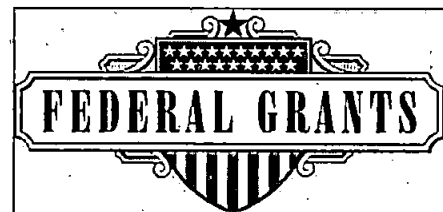
The Gaboton Group is well equipped to do this for St. Johns County and will work with your congressional delegation, key Members of Congress, and the House and Senate Appropriations Committees to create, enhance or protect federal programs that are important to the County. We

will do this by, among other methods, seeking funding for federal programs (both formula and grant) that support St. Johns' projects and programs.

Furthermore, the firm has been working with various executive agencies to ensure that programs of importance to our clients are included, retained, or modified as part of the President's Budget, or to advocate on behalf of certain clients as the Administration considers how to direct funding appropriated by Congress. Since Congress has elected not to direct funding to specific projects, the Administration is now in control of making many funding decisions, and therefore has taken on special importance in choosing where to direct federal funding because it now has far more latitude.

IN-HOUSE GRANTS DEPARTMENT

The Gaboton Group offers comprehensive grants services to its diverse clientele via our In-House Grants Department. The Firm utilizes a multi-dimensional approach in the pursuit of grant funding and employs a number of unique strategies to ensure client success.



Integral in our grant efforts, The Gaboton Group closely monitors trends and priorities amongst available grant programs (federal, state and foundation) and engages in extensive coordination with key departmental offices and executive agency personnel - ensuring grant proposals reflect funding objectives and receive the highest possible visibility and consideration.

The Gaboton Group's grant writing staff is available to offer a broad range of federal grant services including:

- Regular Grant Alert Notification;
- Customized prospecting services;
- Grant writing and Application Development;
- Peer Evaluation and Critique Services; as well as
- Congressional support for the projects and to coordinate the inclusion of congressional letters of support in the application package.

ORGANIZING WASHINGTON "FLY-IN"

The Gaboton Group regularly arranges Washington, D.C. visits for our clients and will arrange meetings with: the Florida Congressional Delegation and pertinent committees; professional staff and/grant program managers at Federal Agencies to advocate on behalf of St. Johns County's agenda. Furthermore, we will work with Congress and the Administration providing for opportunities for the County to submit official testimony and comments.

The Firm is accustomed to handling all the arrangements of our clients' visits, including scheduling and oftentimes transportation between meetings. Prior to any visit by County representatives, we would prepare necessary documents that articulate your objectives and provide thorough briefings on current and emerging policy issues and priorities and objectives for each meeting and the overall trip.



To facilitate our clients' travel to Washington, The Gaboton Group maintains fully functional guest offices at our Pennsylvania Avenue headquarters, mere steps from the U.S. Capitol for the use of visiting St. Johns County representatives.

In addition, The Gaboton Group will also organize conferences or meetings on specific issues with outside interest groups as requested. Following the completion of the trip, we will also prepare and submit follow up memoranda for any action items agreed to as part of their respective meetings.

COMMUNICATION AND REPORTING

The Gaboton Group uses a variety of tools and methods to manage the services we deliver to our clients, including utilization of databases to track and report on legislation and regulatory developments, identifying grant opportunities, and alerting clients to any issues or opportunities that could impact their projects. Our staff reviews the *Federal Register* and other government publications daily to monitor the publication of rules and regulations that could have implications for our clients, and we are on calls and in meetings with key staff in order to stay apprised of developments on issues.

We propose to keep the County apprised of our advocacy efforts through a series of written monthly progress reports and email alerts. These reports would be in addition to standard routine communication by email and phone calls. **For your convenience, examples of these reports are included as attachments in Tab 9 – Appendix.**

We share relevant news articles from newspapers of record and trade publications. On occasion, we participate in roundtables and other forums with national associations located within Washington, D.C. When the topic of conversation coincides with a client's federal priority, we provide a summary as well as materials from the event for the client's review.

Communication and access to timely information is critical to the success of a legislative plan, which is why we place such a high priority on communication with our clients. We will ensure you have the information you need when you need it, and that you are aware of the progress of our initiatives on your behalf.

BREAKDOWN FEDERAL LOBBYING PROCESS

The creation of a federal government affairs strategy and legislative agenda, in consultation with the County, as well as the associated advocacy plan and package, are part of the standard support services that we provide our clients. We routinely provide advice on and prepare federal legislative program documents, briefing documents, talking points, legislative correspondence and other advocacy materials that are required to communicate the priorities of our clients. The approach would be collaborative, working with County officials and staff to establish the priorities and then gather the facts that will create the strongest arguments in support of any initiative.

Appropriations/Project Funding Timeline

Our approach to obtaining appropriations funding for federal programs that support the County would continue upon contract execution. We would begin reviewing the status of the County's priority projects and working with the County to develop its priorities for the year ahead. Likewise, we will continue sending you our *Grant Alert for Local Governments*.

Following is a typical timeline of activities that details our strategy for seeking federal appropriations for St. Johns County.

TIME PERIOD*	APPROPRIATIONS AND PROJECTS FUNDING ACTION ITEMS
January	<ul style="list-style-type: none"> ▪ Enhance The Gaboton Group's familiarity with the County's priorities through discussions with key personnel. ▪ Provide candid appraisal of the potential for success for each specific goal and objective. ▪ Assess challenges which might impede the County in seeking federal support for defined initiatives. ▪ Meet with Delegation and pertinent committees to begin to advocate on behalf of St. Johns County's agenda.
February	<ul style="list-style-type: none"> ▪ Acquire, complete and submit programmatic appropriations requests to the County's Congressional Delegation by established deadlines. ▪ Prepare suggested draft letters to County's Congressional Delegation regarding funding initiatives that may affect the County.
March	<ul style="list-style-type: none"> ▪ Review President's budget proposal. ▪ Prepare suggested draft letters to the pertinent appropriations and authorization subcommittees and committees.
April	<ul style="list-style-type: none"> ▪ Work with Delegation and Appropriations committees and agencies of jurisdiction to support St. Johns' funding and program priorities.
May	<ul style="list-style-type: none"> ▪ Advocate on behalf of the County's priorities as Congress' appropriations process begins to ramp up.
June	<ul style="list-style-type: none"> ▪ Follow-up with St. Johns County's Congressional Delegation; pertinent subcommittees and committees; and federal agencies and departments to emphasize the importance of County's federal funding goals and assess the likelihood of federal support. ▪ Continue advocacy on behalf of the County's priorities as the appropriations process continues.
July	<ul style="list-style-type: none"> ▪ Continue advocacy on behalf of the County's priorities as the appropriations process continues.
August	<ul style="list-style-type: none"> ▪ Continue advocacy on behalf of the County's priorities as the appropriations process continues.
September	<ul style="list-style-type: none"> ▪ Identify programs of priority to St. Johns County and advocate on their behalf to the Administration as it drafts the President's budget proposal for the next fiscal year.
October	<ul style="list-style-type: none"> ▪ Continue advocacy on behalf of the County's priorities as the appropriations process continues.

November	▪ Re-assess current state of County projects and begin preparation for the next legislative cycle.
December	▪ Meet with County officials for a work session to establish a federal legislative strategy for the second session of the next Congress.

The following tasks are ongoing during the entire 12 months:

TIME PERIOD*	APPROPRIATIONS AND PROJECT FUNDING ACTION ITEMS
January - December	<ul style="list-style-type: none"> ▪ Monitor, advocate for/against, and provide regular updates regarding federal legislation and federal department regulations that may affect St. Johns County financially. ▪ Communicate regularly with County personnel regarding relevant legislative and/or federal department regulatory developments including providing monthly reports. ▪ Provide grant support services that include the following: <ul style="list-style-type: none"> ○ Grant Monitoring, Prospecting and Grant Alerts: customized grant prospecting reports and biweekly alerts; strategies for maximizing all available funding streams; and feasibility assessments of open grant opportunities. ○ Grant Project Management/Blueprint Development: detailed overview of the grant solicitation; framework for the grant construction process; and breakdown of the responsibilities of all parties involved. ○ Grant Writing/Proposal Development: grant application development; subject matter expert orchestration; and writing, review, comments, editing and rewriting. ○ Grant Review and Critique/Emergency Intervention: review/critique of prior rejected applications for re-submission; review/critique of new applications; and emergency grant review and editing services to support timely and effective submission. ○ Draft and coordinate Congressional support letters for grant applications. ▪ Facilitate opportunities for St. Johns County to submit testimony for Congressional committee hearings. ▪ Facilitate visits by Congressional Delegation and staff for tours and briefings of projects and programs of interest to garner federal support. ▪ Facilitate trips for key Administration officials to visit the County and receive briefings on projects and programs of interest. ▪ Leverage established relationships with associations to advocate legislative requests with Congress and the Administration.

* Time periods are estimated

COMPETITIVE/SOLUTION/COUNTY ADVANTAGE

Successful representation of public entities is a highly refined niche requiring a specialized skillset only acquired by experience in representing such organizations - a niche in which The Gaboton Group has honed our expertise. Our Firm has substantial roots in the State of Florida and maintains long-standing professional relationships with key policy makers throughout the State and of course Washington, DC. This experience and reputation on behalf of small-to-large public sector interests has led our firm to be recognized as one of "Washington's Premiere and Influential Lobby Firms."

The Clear Advantage

First and foremost, what sets us apart from every other government & public affairs firm in Washington is the team at The Gaboton Group. **No other firm has more experience and knowledge**

on working on behalf of St. Johns County in Washington. Josh Gaboton and the team he has assembled have a long history of demonstrated success in securing federal funding for much needed countywide projects and community initiatives.

Mr. Gaboton has been spent more than 16 years on working on behalf of the County in the public and private sectors. He has secured millions in funding for transportation and infrastructure initiatives, beach and shore restoration projects, community enhancement and awareness programs, emergency management telecommunication devices, and drug assistance programs. He even initiated the search for the current Veterans Affairs Cemetery in nearby Jacksonville.

While there is much work that remains to be done regarding Economic Development initiatives, Transportation and Transit projects such as US 1 and CR 210, including continuous Army Corps of Engineers funding for the Shore Restoration and Beach Monitoring projects, Joshua Gaboton has developed and cultivated working relationships with County staff.

LEAN-ADAPTIVE PROJECT FRAMEWORK (LEAN-APF)

The Gaboton Group utilizes a hybrid **Lean-Adaptive Project Framework (APF) Management Model** to manage workflow to assure client success. Lean-APF allows The Gaboton Group to accommodate the unknown factors that can crop up during a project and allows your client team to anticipate the unexpected and respond. Furthermore, Lean-APF allows your team to work with optimal flexibility and epitomize the idea of “agility” – promoting maximized client value, while minimizing waste. It aims to create more value for the customer by using fewer resources, its values suppose that “as waste is eliminated, quality improves while the production time and cost are reduced.”

By approaching projects with the understanding - that key components are constantly in flux, The Gaboton Group can adopt a flexible mindset to continually learn by re-evaluating results and decisions throughout a project. The Lean-APF framework has been a transformative approach to client services as it allows the client team to address unique challenges which don't call for one-size-fits-all solutions. This empowers our teams because they aren't expected to blindly follow status quo – rather provide for a truly custom approach to address each individual client's unique characteristics and needs.

While flexible by design, The Gaboton Group begins every project and engagement (whether new or continued) following the five basic constructs of the Lean-APF.

- I. **Initiating**: Define the start of a new project or new phase of an existing project.
- II. **Planning**: Design the scope of the project, objectives, and how the objectives will be achieved. Maintain clear project objectives, though final product may change as they work.
- III. **Executing**: Perform the work defined in the project management plan.
- IV. **Monitoring and Controlling**: Track, review, and regulate the progress and performance. Work in iterative cycles, constantly evaluating results.
- V. **Closing**: Conclude all activities across all Process Groups to formally close the project or phrase.

TAB 7 – PRICING

All Gaboton Group clients are billed based upon a monthly retainer. Along with our clients, we believe that a fixed monthly retainer provides them with their most cost-effective approach, allowing the client to operate with a firm fixed budget, and for us to perform all the work required to be successful on a client's behalf without concern of whether each hour might ultimately contribute to that success.

For the services requested in the County's RFP, The Gaboton Group proposes a monthly retainer of \$3,500. This is identical to the initial current retainer begun 2014. This monthly retainer is inclusive of all out-of-pocket expenses for local services such as telephone tolls, copying, messenger service, parking, transportation, and postage. Any expenses for travel outside of the Washington metropolitan area would be additional and undertaken only at the County's request and direction. Reimbursement is based on actual expenses with no administrative overhead applied.

In addition, other partners and associates of The Gaboton Group may be utilized on an as-needed basis, to complement the efforts of the St. Johns Client Team when such efforts would benefit the client. There will be no additional charge for such work.

Furthermore, it should be noted that all Gaboton Group contracts include a 30-day cancellation clause allowing the client to terminate their service agreement if unhappy with the performance of service.

Attachment A – Monthly Retainer Fee Proposal Form is provided at Tab 8.

TAB 8 – ADMINISTRATIVE INFORMATION

Attachment A – Monthly Retainer Fee Proposal Form

Attachment C - Proof of Liability Insurance

Attachment D - Drug Free Workplace Form

Attachment E - RFP Affidavit

Attachment F - RFP Affidavit of Solvency

Attachment G - Conflict of Interest Disclosure Form

Attachment H - Acknowledged Addenda - Claims/Liens/Litigation History

Attachment I – List of Proposed Sub-Consultants

Attachment J - Equal Opportunity Report Statement

**Attachment K - Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary
Exclusion – Primary Covered Transactions**

Attachment L - Certification Regarding Lobbying

Attachment M - Certification of Non-segregated Facilities

Attachment N - Non-Collusion Certification

Attachment O – Previous Experience

Attachment P – Project References

FEDERAL LOBBYING SERVICES
MONTHLY RETAINER FEE PROPOSAL FORM
ATTACHMENT A

Each Respondent shall submit a monthly retainer fee for all necessary components to fulfill the requirements and project goals of this RFP as proposed in Part III Scope of Services for Federal Lobbying Services.

TASK #	DELIVERABLE	Monthly Rate
1	Retainer Fee	\$ 3,500

During the preparation of the RFP, the following addenda, if any, were received:

No.: 1 Date Received: 5/21/2019

No.: Date Received:

No.: Date Received:

PART VII: FORMS & ATTACHMENTS

ATTACHMENT B

**REQUEST FOR PROPOSALS (RFP) NO: 19-35
FEDERAL LOBBYING SERVICES**

COVER PAGE

**SUBMIT ONE (1) ORIGINAL HARD-COPY AND ONE (1) EXACT
ELECTRONIC PDF COPY ON A USB DRIVE IN A SEALED
ENVELOPE OR CONTAINER TO:**

**PURCHASING DEPARTMENT
ST. JOHNS COUNTY
500 SAN SEBASTIAN VIEW
ST. AUGUSTINE FLORIDA 32084
ATTN: ERIN EDWARDS, MAOL, CPP, PROCUREMENT COORDINATOR**

COMPANY NAME: The Gaboton Group, LLC

CONTACT NAME & TITLE: Joshua J. Gaboton, President

CONTACT PHONE NUMBER: (202) 220-3151

CONTACT EMAIL ADDRESS: JGABOTON@GABOTON-GROUP.COM

DATE: 6/4/2019

ATTACHMENT C

**REQUEST FOR PROPOSALS (RFP) NO: 19-35
FEDERAL LOBBYING SERVICES**

Respondents shall provide certificates of insurance as part of their submittal package. Certificates of insurance shall meet or exceed the requirements as described in Part IV: Contract Requirements; F. Insurance Requirements (Page 12).

CERTIFICATES OF INSURANCE
(Attach or insert copy here)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/24/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hiscox Inc. 520 Madison Avenue 32nd Floor New York, NY 10022	CONTACT NAME: PHONE (A/C No. Ext): (888) 202-3007 FAX (A/C No.):	
	E-MAIL ADDRESS: contact@hiscox.com	
INSURED The Gaboton Group, LLC 9100 Westphalia Road Upper Marlboro, MD 20774	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Hiscox Insurance Company Inc	NAIC # 10200
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	N	UDC-1753744-CGL-19	05/19/2019	05/19/2020	EACH OCCURRENCE \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 0 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPI/OP AGG \$ S/T Gen. Agg \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Saint Johns County Florida
 500 San Sebastian View Saint Augustine, FL 32084

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE





Report Claims Immediately by Calling*
1-800-238-6225

*Speak directly with a claim professional
24 hours a day, 365 days a year*

**Unless Your Policy Requires Written Notice or Reporting*

**WORKERS COMPENSATION
AND
EMPLOYERS LIABILITY POLICY**

A Custom Insurance Policy Prepared for:

**THE GABOTON GROUP, LLC
9100 WESTPHALIA RD
UPPER MARLBORO MD 20774**



WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

TYPE V INFORMATION PAGE WC 00 00 01 (A)

POLICY NUMBER: UB-0N694714-19-42-G
RENEWAL OF (ISUB-2H63122-4-18)

INSURER: TRAVELERS CASUALTY INSURANCE COMPANY OF AMERICA

NCCI CO CODE: 12432

1.

INSURED:

THE GABOTON GROUP, LLC
9100 WESTPHALIA RD
UPPER MARLBORO, MD 20774

PRODUCER:

AUTOMATIC DATA PROC INS
1 ADP BLVD # 625
ROSELAND, NJ 07068

Insured is A LIMITED LIABILITY COMPANY

Other work places and identification numbers are shown in the schedule(s) attached.

- 2. The policy period is from 05-20-19 to 05-20-20 12:01 A.M. at the insured's mailing address.
3. A. WORKERS COMPENSATION INSURANCE: Part One of the policy applies to the Workers Compensation Law of the state(s) listed here: MD

B. EMPLOYERS LIABILITY INSURANCE: Part Two of the policy applies to work in each state listed in item 3.A. The limits of our liability under Part Two are:

Table with 3 columns: Injury Type, Amount, and Limit/Employee. Rows include Bodily Injury by Accident (\$100,000 Each Accident), Bodily Injury by Disease (\$500,000 Policy Limit), and Bodily Injury by Disease (\$100,000 Each Employee).

C. OTHER STATES INSURANCE: Part Three of the policy applies to the states, if any, listed here:

AL AR AZ CA CO CT DC DE FL GA HI IA ID IL IN KS KY LA MA ME MI MN
MO MS MT NC NE NH NJ NM NV NY OK OR PA RI SC SD TN TX UT VA VT WI
WV

D. This policy includes these endorsements and schedules:

SEE LISTING OF ENDORSEMENTS - EXTENSION OF INFO PAGE

- 4. The premium for this policy will be determined by our Manuals of Rules, Classifications, Rates and Rating Plans. All required information is subject to verification and change by audit to be made ANNUALLY

DATE OF ISSUE: 03-26-19 SD
OFFICE: PAYROLL 70A
PRODUCER: AUTOMATIC DATA PROC INS XV770

TRAVELERS

ONE TOWER SQUARE
HARTFORD CT 06183

WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

TYPE V INFORMATION PAGE WC 00 00 01 (A)

POLICY NUMBER: UB-0N694714-19-42-G

CLASSIFICATION SCHEDULE:

CLASSIFICATIONS	CODE NO	PREMIUM BASIS ESTIMATED TOTAL ANNUAL REMUNERATION	RATES PER \$100 OF REMUNERATION	ESTIMATED ANNUAL PREMIUM
-----------------	---------	--	---------------------------------------	--------------------------------

SEE EXTENSION OF INFORMATION PAGE - SCHEDULE(S)

SIC-CODE: 8721 NAICS: 541211

	STANDARD
TOTAL ESTIMATED ANNUAL STANDARD PREMIUM \$	140
PREMIUM DISCOUNT	NONE
0900-19 EXPENSE CONSTANT	160
TERRORISM	34
CAT (OTHER THAN CERT ACTS OF TERRORISM)	9
TOTAL ESTIMATED PREMIUM	343
DEPOSIT AMOUNT DUE	343MP

Minimum Premium: \$ 300

DATE OF ISSUE: 03-26-19 SD

OFFICE: PAYROLL 70A

PRODUCER: AUTOMATIC DATA PROC INS XV770

COUNTERSIGNED-AGENT



ONE TOWER SQUARE
HARTFORD CT 06183

WORKERS COMPENSATION
AND
EMPLOYERS LIABILITY POLICY

EXTENSION OF INFO PAGE-SCHEDULE WC 00 00 01 (A)

POLICY NUMBER: UB-0N694714-19-42-G

INSURER: TRAVELERS CASUALTY INSURANCE COMPANY OF AMERICA

INSURED'S NAME: THE GABOTON GROUP, LLC

12432-MD

CLASSIFICATION	CODE	PREMIUM BASIS ESTIMATED TOTAL ANNUAL REMUNERATION	RATES PER \$100 OF REMUNERATION	ESTIMATED ANNUAL PREMIUM
LOCATION 001 FEIN 812136013 ENTITY CD 001 00 THE GABOTON GROUP, LLC 9100 WESTPHALIA RD UPPER MARLBORO , MD 20774 NAICS: 541211				
CLERICAL OFFICE EMPLOYEES NOC	8810	56900.00	0.12	68
MD MANUAL PREMIUM \$	68			

TOTAL PREMIUM SUBJECT TO EXPERIENCE MOD.	\$	68
EXPERIENCE MODIFICATION: MODIFIED PREMIUM		68
ADD FOR POLICY MINIMUM		72
TOTAL ESTIMATED ANNUAL STANDARD PREMIUM		140
EXPENSE CONSTANT(0900)		160
TERRORISM(9740)		34
CAT(OTHER THAN CERT ACTS OF TERRORISM) (9741)		9
TOTAL ESTIMATED PREMIUM		343
TOTAL PREMIUM		343
DEPOSIT AMOUNT DUE		343

ATTACHMENT D

**REQUEST FOR PROPOSALS (RFP) NO: 19-35
FEDERAL LOBBYING SERVICES**

**St. Johns County Board of County Commissioners
Drug-Free Workplace Form**

The undersigned firm, in accordance with Florida Statute 287.087 hereby certifies that

The Gaboton Group, LLC

does:

Name of Firm

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the danger of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the contractual services that are described in St. Johns County's request for Proposals to provide bond underwriter services a copy of the statement specified in paragraph 1.
4. In the statement specified in paragraph 1, notify the employees that, as a condition of working on the contractual services described in paragraph 3, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Florida Statute 893, as amended, or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction or plea.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Consistent with applicable provisions with State or Federal law, rule, or regulation, make a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1 through 5.

As the person authorized to sign this statement, I certify that this firm complies fully with the above requirements.


Signature
10/4/2018
Date

ATTACHMENT E

REQUEST FOR PROPOSALS (RFP) NO: 19-35
FEDERAL LOBBYING SERVICES

AFFIDAVIT

TO: ST. JOHNS COUNTY BOARD OF COUNTY COMMISSIONERS
ST. AUGUSTINE, FLORIDA

At the time the Proposal is submitted, the Respondent shall attach to his RFP a sworn statement. The sworn statement shall be an affidavit in the following form, executed by an officer of the firm, association or corporation submitting the Request for Proposals and shall be sworn to before a person who is authorized by law to administer oaths.

STATE OF PA COUNTY OF Bucks. Before me, the undersigned authority, personally appeared Trace Roller who, being duly sworn, deposes and says he is Managing Partner, The Gaboton Group, LLC the respondent submitting the attached Request for Proposals for the services covered by the RFP documents for **RFP No: 19-35; FEDERAL LOBBYING SERVICES.**

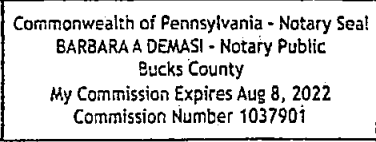
The affiant further states that no more than one Request for Proposals for the above referenced project will be submitted from the individual, his firm or corporation under the same or different name and that such respondent has no financial interest in the firm of another respondent for the same work, that neither he, his firm, association nor corporation has either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this firm's RFP on the above described project. Furthermore, neither the firm nor any of its officers are debarred from participating in public contract lettings in any other state.

The Gaboton Group, LLC
(Proposer)
By Trace Roller
Managing Partner
(Title)

STATE OF PA
COUNTY OF Bucks

Subscribed and sworn to before me this 4th day of June, 2019, by Trace Roller who personally appeared before me at the time of notarization, and who is personally known to me or who has produced PA Drivers Lic as identification.

Barbara A Demasi
Notary Public



My commission expires:
Aug 8th 2022

VENDORS ON ALL COUNTY PROJECTS MUST EXECUTE AND ATTACH THIS AFFIDAVIT TO EACH REQUEST FOR PROPOSALS.

ATTACHMENT F

REQUEST FOR PROPOSALS (RFP) NO: 19-35
FEDERAL LOBBYING SERVICES

AFFIDAVIT OF SOLVENCY

PERTAINING TO THE SOLVENCY OF ~~XXXXXXXXXXXXX~~ The Gaboton Group, LLC, being of lawful age and being duly sworn I, ~~XXXXXXXXXXXXX~~ Trace Roller as Managing Partner, as ~~XXXXXXXXXXXXX~~ Trace Roller (ex. CEO, officer, president, duly authorized representative, etc.) hereby certify under penalty of perjury that:

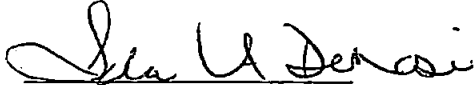
1. I have reviewed and am familiar with the financial status of above stated entity.
2. The above stated entity possesses adequate capital in relation to its business operations or any contemplated or undertaken transaction to timely pay its debts and liabilities (including, but not limited to, unliquidated liabilities, un-matured liabilities and contingent liabilities) as they become absolute and due.
3. The above stated entity has not, nor intends to, incur any debts and/or liabilities beyond its ability to timely pay such debts and/or liabilities as they become due.
4. I fully understand failure to make truthful disclosure of any fact or item of information contained herein may result in denial of the application, revocation of the Certificate of Public Necessity if granted and/or other action authorized by law.

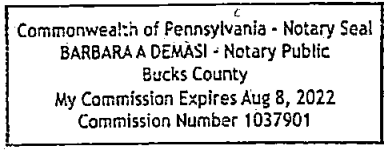
The undersigned has executed this Affidavit of Solvency, in his/her capacity as a duly authorized representative of the above stated entity, and not individually, as of this 9 day of JUNE, 2019.


Signature of Affiant

STATE OF PA
COUNTY OF Bucks

Subscribed and sworn to before me this 4th day of June, 2019, by TRACE ROLLER who personally appeared before me at the time of notarization, and who is personally known to me or who has produced PA Drivers Lic as identification.


Notary Public



My commission expires:
Aug 8th 2022

ATTACHMENT G

REQUEST FOR PROPOSALS (RFP) NO: 19-35
FEDERAL LOBBYING SERVICES

St. Johns County Board of County Commissioners
Conflict of Interest Disclosure Form

Project (RFP) Number/Description: 19-35, FEDERAL LOBBYING SERVICES

The term "conflict of interest" refers to situations in which financial or other considerations may adversely affect, or have the appearance of adversely affecting a consultant's/contractor's professional judgment in completing work for the benefit of St. Johns County ("County"). The bias such conflicts could conceivably impart may inappropriately affect the goals, processes, methods of analysis or outcomes desired by the County.

Consultants/Contractors are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the benefit of the County. Consultants/Contractors, therefore must there avoid situations in which financial or other considerations may adversely affect, or have the appearance of adversely affecting the consultants/contractors professional judgement when completing work for the benefit of the County.

The mere appearance of a conflict may be as serious and potentially damaging as an actual distortion of goals, processes, and methods of analysis or outcomes. Reports of conflicts based upon appearances can undermine public trust in ways that may not be adequately restored even when the mitigating facts of a situation are brought to light. Apparent conflicts, therefore, should be disclosed and evaluated with the same vigor as actual conflicts.

It is expressly understood that failure to disclose conflicts of interest as described herein may result in immediate disqualification from evaluation or immediate termination from work for the County.

Please check the appropriate statement:

- I hereby attest that the undersigned Respondent has no actual or potential conflict of interest due to any other clients, contracts, or property interests for completing work on the above referenced project.
- The undersigned Respondent, by attachment to this form, submits information which may be a potential conflict of interest due to other clients, contracts or property interests for completing work on the above referenced project.

Legal Name of Respondent: The Gaboton Group, LLC

Authorized Representative(s) :  Trace Roller, Managing Partner
Signature Print Name/Title

Signature Print Name/Title

ATTACHMENT H

REQUEST FOR PROPOSALS (RFP) NO: 19-35
FEDERAL LOBBYING SERVICES
CLAIMS/LIENS/LITIGATION HISTORY

1. Within the past 7 years, has your organization filed suit or a formal claim against an owner or entity, or been sued by or had a formal claim filed by an owner, sub Consultant or supplier resulting from a contract dispute? Yes _____ No If yes, please attach additional sheet(s) to include:

Description of every action Captions of the Litigation or Arbitration

Amount at issue: _____ Name (s) of the attorneys representing all parties:

Amount actually recovered, if any: _____

Name(s) of the project owner(s)/manager(s) to include address and phone number:

2. List all pending litigation and or arbitration. N/A
3. List and explain all litigation and arbitration within the past seven (7) years - pending, resolved, dismissed, etc. N/A
4. Within the past 7 years, please list all Liens, including Federal, State and Local, which have been filed against your Company. List in detail the type of Lien, date, amount and current status of each Lien.

N/A

5. Have you ever abandoned a contract, been terminated for cause? Yes _____ No if yes, please explain in detail:

6. For all claims filed against your company within the past five-(5) years, have all been resolved satisfactorily with final judgment in favor of your company within 90 days of the date the judgment became final? Yes _____ No _____ if no, please explain why? N/A

7. List the status of all pending claims currently filed against your company:

N/A

Financial Consequences

1. Has an owner or entity ever withheld payment, assessed fees or penalties, or made a claim against any Performance and Payment Bonds? Yes _____ No If yes, please explain in detail: _____

(Use additional or supplemental pages as needed)

ATTACHMENT I

**REQUEST FOR PROPOSALS (RFP) NO: 19-35
FEDERAL LOBBYING SERVICES**

LIST OF PROPOSED SUB-CONSULTANTS (if applicable)

Any and all sub-consultants are subject to approval by the County. Each Respondent shall submit any sub-consultants proposed to perform any portion of the required services as provided herein. Each Respondent shall submit any proposed sub-consultants qualifications, licensing, and certifications (including MBE/WBE/DBE).

Company Name	Division/Discipline	Primary Contact Name	Contact Number and Email Address
N/A			

ATTACHMENT J

REQUEST FOR PROPOSALS (RFP) NO 19-35 FEDERAL LOBBYING SERVICES

EQUAL OPPORTUNITY REPORT STATEMENT

The Respondent (Proposer) shall complete the following statement by signing this form where indicated. Failure to complete this form may be grounds for rejection of bid:

The awarded Consultant shall comply with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and the Florida Civil Rights Act of 1992, as amended) prohibiting employment discrimination and shall comply with the regulations and guidelines promulgated pursuant to this Act by the Secretary of the Interior and the Heritage Conservation and Recreation Service.


During the performance of this contract, the awarded Consultant, for itself, its assignees and successors in interest (hereinafter referred to as the "Consultant") agrees as follows:

- (1) The Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Consultant will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
- (2) The Consultant will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.
- (3) The Consultant will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (4) The Consultant will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (5) The Consultant will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (6) In the event of the Consultant's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Consultant may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions as may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- (7) The Consultant will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each sub-Consultant or vendor. The Consultant will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, that in the event a Consultant becomes

involved in, or is threatened with, litigation with a sub-Consultant or vendor as a result of such direction by the administering agency the Consultant may request the United States to enter into such litigation to protect the interests of the United States.

Handwritten Signature of Authorized Principal(s):

NAME (print): Trace Roller

SIGNATURE: 

TITLE: Managing Partner

NAME OF FIRM: The Gabofon Group, LLC

DATE: 6/4/2019

ATTACHMENT K

REQUEST FOR PROPOSALS (RFP) NO 19-35
FEDERAL LOBBYING SERVICES

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Primary Covered Transactions

The Respondent certifies that, the firm or any person associated therewith in the capacity of owner, partner, director, officer, principal, investigator, project director, manager, auditor, and/or position involving the administration of federal funds:

1. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions, as defined in 49 CFR s29.110(a), by any federal department or agency;
2. have not within a three-year period preceding this certification been convicted of or had a civil judgment rendered against it for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state, or local government transaction or public contract; violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property
3. are not presently indicted for or otherwise criminally or civilly charged by a federal, state, or local governmental entity with commission of any of the offenses enumerated in paragraph (b) of this certification; and
4. have not within a three-year period preceding this certification had one or more federal, state, or local government public transactions terminated for cause or default.

The Respondent certifies that it shall perform a debarment verification on any subcontractor, sub-consultant, material supplier or vendor, that it proposes to contract with to perform any work under this RFP, and shall not enter into any transaction with any sub-Contractor, material supplier, or vendor who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this project by any federal agency unless authorized by St. Johns County.

Handwritten Signature of Authorized Principal(s):

NAME (print): Trace Roller

SIGNATURE:  _____

TITLE: Managing Partner

NAME OF FIRM: The Gaboton Group, LLC

DATE: 6/4/2019

ATTACHMENT L

REQUEST FOR PROPOSALS (RFP) NO 19-35
FEDERAL LOBBYING SERVICES

BYRD ANTI-LOBBYING COMPLIANCE AND
CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements (To be submitted with each bid or offer exceeding \$100,000). The undersigned [Consultant] certifies, to the best of his or her knowledge, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or Current as of 9-26-16 11 cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

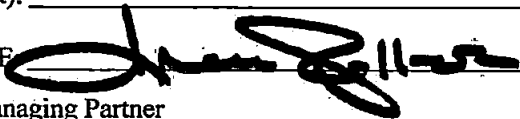
This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Consultant, The Gaboton Group, LLC, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Consultant understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.

Handwritten Signature of Authorized Principal(s):

NAME (print): Trace Roller

SIGNATURE



TITLE: Managing Partner

NAME OF FIRM: The Gaboton Group, LLC

DATE: 6/4/2019

ATTACHMENT M

**REQUEST FOR PROPOSALS (RFP) NO 19-35
FEDERAL LOBBYING SERVICES**

**St. Johns County
Certification of Non-segregated Facilities**

The federally assisted construction Consultant certifies that he does not maintain or provide for his employees, any segregated facilities at any of his establishments and that he does not permit his employees to perform their services at any location under his control, where segregated facilities are maintained. The federally assisted construction Consultant certifies that he will not maintain or provide for his employees segregated facilities at any of his establishments and that he will not permit his employees to perform their services at any location under his control, where segregated facilities are maintained. The federally assisted construction Consultant agrees that a breach of this certification is a violation of the equal opportunity clause in this contract. As used in this certification, the term "segregated facilities" means any waiting room, work areas, rest rooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directives or are in fact segregated on the basis of race, color, religion, or national origin because of habit, local custom, or any other reason. The federally assisted construction Consultant agrees that (except where he has obtained identical certifications from proposed sub-Contractors for specific time periods) he will obtain identical certifications from proposed sub-Contractors prior to the award of subcontracts exceeding ten thousand (\$10,000.00) dollars US which are not exempt from the provisions of the equal opportunity clause and that he will retain such certifications in his files.


Signature of Contractor

Trace Roller, Managing Partner

Title

6/4/2019

Date

ATTACHMENT N

REQUEST FOR PROPOSALS (RFP) NO 19-35
FEDERAL LOBBYING SERVICES

NON-COLLUSION CERTIFICATION

St. Johns County requires, as a matter of policy, that any Firm receiving a contract or award resulting from the Request for Proposals issued by St. Johns County shall make certification as below. Receipt of such certification, under oath, shall be a prerequisite to the award of contract and payment thereof.

I (we) hereby certify that if the contract is awarded to me, our firm, partnership or corporation, that no members of the elected governing body of St. Johns County nor any professional management, administrative official or employee of the County, nor members of his or her immediate family including spouse, parents or children, nor any person representing or purporting to represent any member or members of the elected governing body or other official, has solicited, has received or has been promised, directly or indirectly, any financial benefit including but not limited to a fee, commission, finder's fee, political contribution, goods or services in return for favorable review of any Proposal submitted in response to the Request for Proposals or in return for execution of a contract for performance or provision of services for which Proposals are herein sought.

Handwritten Signature of Authorized Principal(s):

NAME (print): Trace Roller

SIGNATURE: 

TITLE: Managing Partner

DATE: 6/4/2019

NAME OF FIRM/PARTNERSHIP/CORPORATION:

The Gaboton Group, LLC

ATTACHMENT O

REQUEST FOR PROPOSALS (RFP) NO 19-35 FEDERAL LOBBYING SERVICES

PREVIOUS EXPERIENCE

Attach or insert copy here of a written narrative by describing at least two prior engagements in which respondent and/or respondent's sub-contractors/sub-consultants assisted a governmental entity in dealings and implementation of a Federal Lobbying program in a local Florida government agency with required compliance to Chapter 119 of the Florida Statutes (Public Records Law).

See Tab 4 - Related Experience for more information.

Okaloosa County, Florida – East Pass Channel Dredging

Okaloosa County was seeking federal funding to dredge the East Pass Channel, which is an Army Corps of Engineers authorized and maintained project. Unfortunately, tropical storms and recent natural disasters such as Hurricane Isaac have caused significant sand movement and shoaling in the channel. These incidences have caused access to Destin Harbor difficult, and at times impossible. In addition, due to budget constraints, federal funding for deep-water ports such as the East Pass Channel removed this waterway from the Army Corps of Engineers Operations and Maintenance dredging project list.

Following numerous meetings with members of Congress, staff, including senior officials at the Army Corps of Engineers Headquarters in Washington, DC, we were successful in helping to secure \$1 million in the Corps FY 2014 Work Plan for Operations and Maintenance of the East Pass Canal

City of Dania Beach, Florida – Noise Mitigation Program

City of Dania Beach sought to initiate a comprehensive Noise Mitigation Program with the FAA during major expansion project at the Fort Lauderdale/Hollywood Airport. While this major transportation expansion project sought to spur economic growth and increase jobs in the region, a large community of residents south of the runway in Dania Beach consistently did not support the runway extension project due to the noise implications and increased air traffic volume at this Airport.

For more than two years, local county and city officials held numerous meetings in Florida and at the FAA regional office in Atlanta to establish a comprehensive Noise Mitigation Program. Several proposals were initiated, but they did not receive the full support of all parties – particularly the community residents south of the runway.

While the Federal Aviation Administration Reauthorization Legislation would have been the ideal legislative vehicle to include a comprehensive Noise Mitigation agreement between the FAA and local municipalities, Congress passed the bill excluding the local noise mitigation agreement provision. However, following the completion of the FAA bill, The Gaboton Group convened several meeting in Washington with representatives from Broward County, City of Dania Beach and officials from the FAA.

We were successful in establishing a new Noise Mitigation Pilot Program within existing FAA authority and rules. The new Pilot Program now allows residents the option to “soundproof” their homes in accordance to FAA regulations (Interior noise levels not greater than 45 DNL; and Minimum interior noise level reduction of 5 dB); or enter into a Sales Assistance Program at fair market value. The earlier proposals “only” gave the homeowner the opportunity to choose one option.

ATTACHMENT P

REQUEST FOR PROPOSALS (RFP) NO 19-35
FEDERAL LOBBYING SERVICES

PROJECT REFERENCES

Each Respondent must submit a list of minimum of two (2) project references from individuals, firms or agencies that have contracted with the respondent as the lead firm in assisting a governmental entity in dealings and implementation of a Federal Lobbying program in a local Florida government agency with required compliance to Chapter 119 of the Florida Statutes (Public Records Law).

The information required shall include: reference company name, date(s) of service, project information including name of project, and a contact person name, title, phone number and email address.

1. Reference Company Name: Putnam County, Florida
Date(s) of Service: 2002-Present
Project Information: Putnam County Water Infrastructure Enhancement Project; Putnam County Barge Port Dredge Project
Primary Reference Contact Name and Title: Terry Suggs, County Administrator
Contact Phone Number: (386) 227-4759
Contact Email Address: terry.suggs@putnam-fl.com

2. Reference Company Name: Putnam County, Florida
Date(s) of Service: 2002-Present
Project Information: Putnam County Water Infrastructure Enhancement Project; Putnam County Barge Port Dredge Project; St. Johns County Shore Protection Project
Primary Reference Contact Name and Title: Press Tompkins, P.E., Public Works Director; Former County Engr. St. Johns County, FL
Contact Phone Number: (904) 392-6999
Contact Email Address: press.tompkins@putnam-fl.com

3. Reference Company Name: Okaloosa County, Florida
Date(s) of Service: 2007 - Present
Project Information: Okaloosa County Shore Protection Project; East Pass Dredge Project
Primary Reference Contact Name and Title: Jim Trifilio, Coastal Management Program
Contact Phone Number: (850) 304-8131
Contact Email Address: jtrifilio@myokaloosa.com

RFP 19-35

4. Reference Company Name: City of Dania Beach, Florida
Date(s) of Service: 2009 - Present
Project Information: City of Dania Beach FAA Noise Mitigation Program; Army Corps of Engineers Sand Placement Initiative
Primary Reference Contact Name and Title: :Former Mayor The Honorable Anne Castro; current Executive Director Dania Beach Housing Authority
Contact Phone Number: (954) 914-9496
Contact Email Address: acastro@daniabeachhousing.org

5. Reference Company Name: _____
Date(s) of Service: _____
Project Information: _____
Primary Reference Contact Name and Title: _____
Contact Phone Number: _____
Contact Email Address: _____

The Gaboton Group Business Documentation

- State of Florida SunBiz Registration
- Maryland Corporation Registration
- U.S. House and U.S. Senate Lobby Registration

Examples of The Gaboton Group Client Reporting

The Gaboton Group Organizational Chart

Detail by Entity Name

Foreign Limited Liability Company
THE GABOTON GROUP, LLC

Filing Information

Document Number M19000005134
FEI/EIN Number 81-2136013
Date Filed 05/21/2019
State MD
Status ACTIVE

Principal Address

601 PENNSYLVANIA AVE. NW
SOUTH BUILDING, SUITE:900
WASHINGTON, DC 20004

Mailing Address

601 PENNSYLVANIA AVE. NW
SOUTH BUILDING, SUITE:900
WASHINGTON, DC 20004

Registered Agent Name & Address

GABOTON, JOSHUA
216 LAUREL PARK COURT
WINTER PARK, FL 32792

Authorized Person(s) Detail**Name & Address**

Title P

GABOTON, JOSHUA
601 PENNSYLVANIA AVE. SOUTH BLDG. STE:900
WASHINGTON, DC 20004

Annual Reports

No Annual Reports Filed

Document Images

[05/21/2019 -- Foreign Limited](#)

[View image in PDF format](#)

STATE OF MARYLAND
Department of Assessments and Taxation

I, Heidi Dudderar, Associate Director of the Maryland Department of Assessments and Taxation, hereby certify that the attached document, inscribed with the same Authentication Code, is a true copy of the public record of the **Articles of Organization**

for
THE GABOTON GROUP, LLC

I further certify that this document is a true copy generated from the online service with the Department of Assessments & Taxation.

In witness whereof, I have hereunto subscribed my signature and affixed the seal of the State Department of Assessments and Taxation of Maryland at Baltimore on this **April 21, 2016**



Heidi Dudderar
Associate Director



301 West Preston Street, Baltimore, Maryland 21201
Telephone Balto. Metro (410) 767-1344 / Outside Balto. Metro (888) 246-5941
MRS (Maryland Relay Service) (800) 735-2258 TT/Voice
Fax (410) 333-7097

Online Certificate Authentication Code: **5000000000733591**
To verify the Authentication Code, visit <http://dat.maryland.gov/verify>

ARTICLES OF ORGANIZATION

The undersigned, with the intention of creating a Maryland Limited Liability Company files the following Articles of Organization:

(1) The name of the Limited Liability Company is:

The Gaboton Group, LLC

(2) The purpose for which the Limited Liability Company is filed is as follows:

Federal Relations Consulting and Public Affairs

(3) The address of the Limited Liability Company in Maryland is:

9100 Westphalia Road, Upper Marlboro, MD, 20774

(4) The Resident Agent of the Limited Liability Company in Maryland is:

Joshua Gaboton

whose address is:-

9100 Westphalia Road, Upper Marlboro, MD, 20774

(5) Signature(s) of Authorized Person(s):

Joshua Gaboton

(6) Signature(s) of Resident Agent(s):

Joshua Gaboton

(7) Filing party's name and return address:

Joshua Gaboton, 9100 Westphalia Road, Upper Marlboro, MD, 20774

I hereby consent to my designation in this document.

[Skip to Form](#) [Skip to Search](#)

Lobbying Disclosure

Office of the Clerk, United States House of Representatives

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Search Field	Criteria	Search Field	Criteria
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Search Field	Criteria	Search Field	Criteria
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Filing Type to search: Paper Electronic All

Sort

Primary Sort Secondary Sort

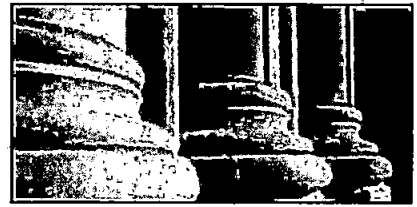
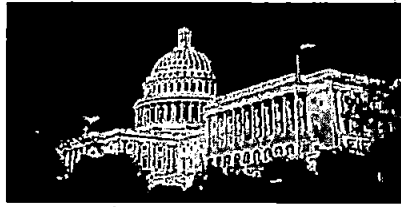
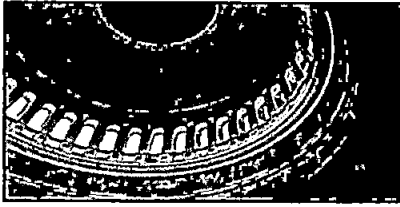
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Page 1 of 1 Total 10

House ID	Registrant Name	Client Name	Filing Year	Filing Period	Lobbyist Full Name
44403	THE GABOTON GROUP, LLC	Bethune Cookman University	2019		<input type="text" value="Gaboton, Joshua"/>
44403	THE GABOTON GROUP, LLC	City of Dania Beach, FL	2019		<input type="text" value="Gaboton, Joshua"/>
44403	THE GABOTON GROUP, LLC	Okaloosa County TDC, FL	2019		<input type="text" value="Gaboton, Joshua"/>
44403	THE GABOTON GROUP, LLC	Putnam County, FL	2019		<input type="text" value="Gaboton, Joshua"/>
44403	THE GABOTON GROUP, LLC	St. Johns County, FL	2019		<input type="text" value="Gaboton, Joshua"/>
44403	THE GABOTON GROUP, LLC	Tactical Electronics Corporation	2019		<input type="text" value="Gaboton, Joshua"/>
44403	THE GABOTON GROUP, LLC	The Broadcast Center	2019		<input type="text" value="Gaboton, Joshua"/>
44403	THE GABOTON GROUP, LLC	The Housing Authority of Daytona Beach	2019		<input type="text" value="Gaboton, Joshua"/>
44403	THE GABOTON GROUP, LLC	Torres-Martinez Desert Cahuilla Indian Reservation	2019		<input type="text" value="Gaboton, Joshua"/>
44403	THE GABOTON GROUP, LLC	Town of Upper Marlboro, MD	2019		<input type="text" value="Gaboton, Joshua"/>

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THE GABOTON GROUP, LLC



FEDERAL UPDATE

Overview

April 12th marks 100 days since Democrats took control of the House of Representatives and began putting it back to work For the People. In this short time, Democrats have already taken important steps to deliver on our promises to the American people, passing major legislation, holding hearings, and introducing bills to address our nation's most pressing challenges. This is only the beginning, however, and Democrats will continue to use our House Majority to set out an agenda of economic growth, opportunity, justice for all, and a stronger and safer America.

Protecting and Expanding Americans' Access to Quality, Affordable Health Care

In our first 100 days, House Democrats have already worked to deliver on our promise to protect access to affordable health care and bring costs down for health coverage and prescription drugs. One of our first acts in January was to authorize the House to defend the Affordable Care Act in the lawsuit brought by Texas and other Republican-led states and the Trump Administration. In seeking to invalidate the entire law, President Trump and Republicans have made it clear that they wish to eliminate every part of it, including protections for those with pre-existing conditions, its ban on discrimination against women, the ability for those under age twenty-six to be covered under their parents' plans, and the elimination of out-of-pocket charges for preventive screenings and care. Democrats will take every step to defend the law. In March, we passed a resolution introduced by freshman Rep. Colin Allred expressing opposition to the Trump Administration's efforts to sabotage the law by executive actions and through the courts.

Led by the Energy and Commerce, Ways and Means, and Education and Labor Committees, House Democrats also introduced comprehensive legislation to protect Americans with pre-existing conditions, reverse the Administration's sabotage of the ACA, and make coverage more affordable. The Committees are advancing individual components of this comprehensive bill through their Committees, and House Democrats will bring those bills to the Floor in the coming weeks. In addition, we are holding hearings on the skyrocketing costs of prescription drugs and advancing legislation to address it. Our Majority will take every necessary step to protect Americans' access to quality, affordable health coverage and lower prescription drug costs.

Raising Wages and Creating Economic Opportunities

Americans entrusted the House Majority to Democrats because we ran on a platform of putting the economic concerns of working families first. Central to this effort is raising wages, which have stagnated since the beginning of our economic recovery and have been holding workers and their families back from accessing opportunities to get ahead. That's why the House passed H.R. 7, the Paycheck Fairness Act. Authored by Rep. Rosa DeLauro, it builds on the Lilly Ledbetter Fair Pay Act of 2009 to make it harder for employers to discriminate against women in pay and benefits. With women now the primary or co-primary breadwinners in more than half of American households, this effort isn't just about equality and fairness – it's about making sure working families have higher incomes so our people can access opportunities. In addition to this legislation, Education and Labor Committee Chairman Bobby Scott introduced the Raise the Wage Act in January and has held a markup to report a bill to the House. This bill would gradually increase the minimum wage to \$15 by 2024 and then index it to inflation. Recognizing that infrastructure investment is a key to economic growth across the country, Democrats have begun holding hearings on the need to build a twenty-first century infrastructure. We continue to believe that this is an area where Democrats, Republicans, and the President can work together, and as we advance our legislation we will continue reaching out to seek bipartisan cooperation.

Additionally, Democrats on the Ways and Means Committee, led by Chairman Richard Neal, marked up and advanced the SECURE Act to increase access to retirement plans for workers, including part-time employees in long-term positions.

Making Government Work For the People

To renew Americans' faith in government, Democrats began our new Majority with immediate reforms to increase transparency, accountability, and ethics standards. During our first days in office, we implemented changes to House rules to restore regular order and end the gridlock that alienated so many Americans from Congress. Next, led by Rep. John Sarbanes and with input from our dynamic new freshman Members, we passed major legislation to put government back into the hands of the people it serves. The For the People Act, H.R. 1, reduces the corrupting influence of money in our politics, sets higher standards of ethics for public officials, reforms the redistricting process in way that is national and nonpartisan, and makes it easier for Americans to exercise their right to vote

Democrats are also taking action to protect the right to vote. In February, Rep. Terri Sewell led Democrats in introducing H.R. 4, the Voting Rights Advancement Act. Her legislation would restore the voting rights protections struck down by the Supreme Court in its *Shelby v. Holder* ruling in 2013. This effort is long overdue and complements the House's passage of H.R. 1's provisions expanding early voting, making voter registration automatic, and restoring the vote to those who have paid their debts to society.

Addressing the Deadly Epidemic of Gun Violence

For years, the Republican-led Congress ignored its responsibility to take action to make schools, houses of worship, and other public spaces safer from deadly gun violence. Even with nine out of ten Americans supporting stronger background checks, the Republican Congress did nothing. Now, in less than 100 days, the Democratic House has passed H.R. 8, Rep. Mike Thompson's Bipartisan Background Checks Act. It ensures that a background check takes place before every gun purchase in our country. The House also passed Majority Whip Jim Clyburn's bill to close the Charleston loophole, which allowed a gunman to murder nine innocent worshippers at the Mother Emanuel A.M.E. Church in 2015.

Preserving America's Public Lands for Future Generations

Paying tribute to the life and legacy of the late Rep. John D. Dingell Jr., the House passed a bipartisan lands package in February. This legislation permanently reauthorizes the Land and Water Conservation Fund and preserves public lands for current and future generations of Americans to enjoy this country's natural environment. The bill's enactment was an example of how Democrats and Republicans can work together in good faith to deliver results based on reaching consensus, even during a time of divided government.

Addressing our Nation's Immigration Challenges

With a deepening humanitarian challenge along the border and many U.S. families at risk of being torn apart by Trump Administration policies, House Democrats are determined to address our border and immigration challenges with the seriousness they deserve. To that end, we introduced H.R. 6 to protect Dreamers and those here on Temporary Protected Status and Deferred Enforced Departure from being unfairly deported. At the same time, we secured a decision by the Administration to give Liberian refugees living in this country another year's deferral, stopping them from being sent to a country still reeling from disease and violence. Meanwhile, Democrats stood firm against President Trump's efforts to force Congress to fund his broadly opposed wall, which leaders from both parties have called expensive and ineffective. Last week, we initiated the process of taking the Administration to court over its unconstitutional effort to move already-appropriated funds to pay for a border wall that Congress has not authorized.

Reauthorizing the Violence Against Women Act

After the Republican Congress failed to enact a long-term reauthorization of the Violence Against Women Act last year, the law lapsed, putting programs for survivors and support for law enforcement in jeopardy. In our first 100 days, House Democrats passed a five-year reauthorization of the Violence Against Women Act that includes new protections against partner violence and strengthens existing programs. The legislation passed with bipartisan support, and House Democrats will urge Senate Republicans to take up and pass this critical

bill.

Taking Action to Address the Threat from Climate Change

There is, perhaps, no greater threat to our economy, public health, and national security than climate change. Democrats understand that a global response is necessary and that the United States needs to take a leadership role in such an effort. That's why we created the Select Committee on the Climate Crisis and introduced H.R. 9, Rep. Kathy Castor's Climate Action Now Act to keep America's commitment to the Paris Climate Agreement and maintain a leadership role in a global clean energy economy. This is just a first step, and House Democrats will continue to make addressing climate change a top priority throughout the 116th Congress.

Countering Russian Electoral Interference & Strengthening U.S. Foreign Policy

Nothing is more critical to protecting our democracy and maintaining faith in our institutions of government than protecting our elections against foreign interference. We know that Russia interfered in 2016 and tried to do so again in 2018. In seeking to prevent Russian interference in 2020 and future election years, House Democrats passed a resolution on a bipartisan vote of 420-0 calling for the full release of the Special Counsel's report so Congress and the American people can see the full picture of what Russia did and has been attempting to do.

Recognizing that our alliances are a strength multiplier for U.S. diplomacy and national security, House Democrats passed Rep. Jimmy Panetta's resolution reaffirming American support for NATO and its collective defense article. Together, NATO countries face a common threat from Russian aggression, and our military personnel continue to serve together in Afghanistan and around the world. Last week, Speaker Pelosi invited NATO Secretary General Jens Stoltenberg to address a joint meeting of Congress, where it was made clear to the world that the United States stands firmly with our NATO allies in our common defense of democracy.

In addition, House Democrats, led by Armed Services Committee Chairman Adam Smith and Rep. Ro Khanna, took action to end U.S. involvement in Yemen's civil war with a War Powers Act resolution. Aimed at helping to promote a peaceful settlement that addresses that country's humanitarian crisis, the resolution also passed the Senate and now sits on the President's desk. House Democrats will continue to urge him to sign it.

Rejecting Discrimination and Hate

Democrats have used the first 100 days of our Majority to make it clear that we will fight for equality and against discrimination in all forms. That's why we stood up strongly against anti-Semitism and other forms of hate in a resolution in early March. It's also why we passed Rep. Joe Kennedy's resolution condemning the Trump Administration's ban on transgender Americans serving in the military and calling on the Pentagon not to implement that ban on

April 12. Moreover, House Democrats introduced Rep. David Cicilline's Equality Act, H.R. 5, to ban discrimination against LGBT Americans in housing, education, employment, jury service, credit, and every other area in which they still face exclusion or inequality. The Equality Act will come to the House Floor in the coming months.

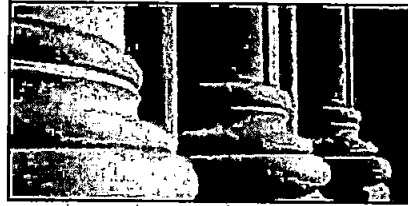
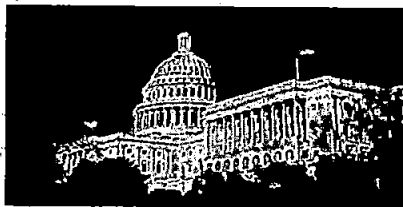
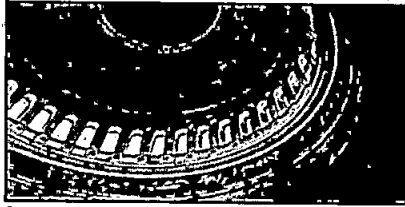
Beyond the First 100 Days

Over the first 100 days of our Majority, Democrats have made clear that we intend to govern For the People and put Congress back to work on their behalf. The bills we've passed now go to the Senate, where it will be up to its Republican Majority to act responsibly and take action. Ignoring the legislation it receives from the House will only further alienate Americans who want to see Congress get off the sidelines and be a force for good in their lives once more.

Democrats are ready to work across the aisle to achieve results and find solutions to our most pressing challenges. But we will not sit idly and wait for the Senate or the President. The Democratic-led House will meet its responsibilities to do the job it was elected to do. We've demonstrated that already in our first 100 days. We will continue to do so in the days and weeks and months ahead.

THE GABOTON GROUP, LLC

GRANT ALERT FOR LOCAL GOVERNMENTS



NEW IN THIS ISSUE:

NATIONAL SCIENCE FOUNDATION

- *Faculty Development in the Space Sciences Synopsis 1*
- *Harnessing the Data Revolution: Transdisciplinary Research in Principles of Data Science Phase I Synopsis 1*
- *Cyberinfrastructure for Sustained Scientific Innovation (CSSI): Synopsis 1*
- *Harnessing the Data Revolution (HDR): Institutes for Data-Intensive Research in Science and Engineering - Frameworks (I-DIRSE-FW) Synopsis 1*
- *A Science of Science Policy Approach to Analyzing and Innovating the Biomedical Research Enterprise Synopsis 1*
- *Harnessing the Data Revolution: Transdisciplinary Research in Principles of Data Science Phase I Synopsis 1*
- *Improving Undergraduate STEM Education: Computing in Undergraduate Education Synopsis 1*

DEPARTMENT OF JUSTICE

- *National Institute of Justice: Research and Evaluation on Drugs and Crime, FY 2019 Synopsis 1*

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION

- *National Aeronautics and Space Administration NASA Headquarters ROSES 2018: Planetary Protection Research Synopsis 1*

NEW GRANT ANNOUNCEMENTS

NATIONAL SCIENCE FOUNDATION

Faculty Development in the Space Sciences Synopsis 1

The (ROSS) Service Coordinator (SC) program provides grant funding to eligible applicants to hire Service Coordinators to assess the needs of public housing residents and link them to supportive services that enable participants to increase earned income, reduce or eliminate the need for welfare assistance, and make progress toward achieving economic independence and housing self-sufficiency.

Eligible Applicants

Public housing authorities, nonprofits

Funding

\$35 million is available for 110 awards up to \$738,000

Application Deadline

May 16, 2016

Application and program information may be found [here](#).

DEPARTMENT OF JUSTICE

Specialized Services for Victims of Human Trafficking Program

Provides funding to enhance the quality and quantity of specialized services available to assist victims of human trafficking, including services for underserved or unserved populations. Funding will also support efforts to increase the capacity of communities to respond to human trafficking victims through the development of interagency partnerships, professional training, and public awareness activities.

Eligible Applicants

States, local governments, nonprofits, NGOs.

Funding

\$7.8 million is available for 13 awards up to \$600,000

Application Deadline

May 12, 2016

Application and program information may be found [here](#).

**Joint Adult Drug Court Solicitation to Enhance Services,
Coordination, and Treatment Program**

The Adult Drug Court Program is a joint DOJ/HHS initiative designed to enhance court services, coordination, and evidence-based substance use disorder treatment and recovery support services of adult drug courts. The purpose of this joint initiative is to allow applicants to submit a comprehensive strategy for enhancing drug court services and substance use disorder treatment.

Eligible Applicants

State and local governments

Funding

\$4.5 million is available for 15 awards up to \$400,000

Application Deadline

May 31, 2016

Application and program information may be found [here](#).

Community Policing Development (CPD) Grant Program

CPD funds are used to advance the practice of community policing in law enforcement agencies through training and technical assistance, demonstration projects, the development of innovative community policing strategies, applied research, guidebooks, and best practices. The 2016 CPD program supports the following topic areas: (1) Microgrant Initiative for Law Enforcement; (2) Critical Response Technical Assistance; (3) Community Policing Emerging Issues Forums; (4) Community Policing Training; (5) Law Enforcement Led 21st Century Policing Demonstration Projects; (6) 21st Century Policing Implementation Projects and (7) Invitational Awards.

Eligible Applicants

Public government agencies, profit and nonprofit institutions, institutions of higher education, community groups, faith-based organizations

Funding

Up to \$5.5 million in funding available

Application Deadline

June 1, 2016

Application and program information may be found [here](#).

DEPARTMENT OF TRANSPORTATION

The Small Community Air Service Development Program

The SCASDP helps small communities address air service and airfare issues and provide the opportunity to self-identify its air service deficiencies and propose an appropriate solution. The SCASDP can involve, among others, revenue guarantees, financial assistance for marketing programs, start-up costs and studies.

Eligible Applicants

Small communities with airports not larger than a small hub airport

Funding

\$5 million in funding is available up to 40 awards

Application Deadline

May 2, 2016

Application and program information may be found [here](#).

Ride to Wellness (R2W) Grants Program

The R2W provides funding to test promising, replicable public transportation healthcare access solutions that support the following Rides to Wellness goals: increased access to care, improved health outcomes and reduced healthcare costs. To support these goals, the R2W Demonstration Grants will: 1. Develop replicable, innovative, sustainable solutions to healthcare access challenges; 2. Foster local partnerships between health, transportation, home and community-based services and other sectors to collaboratively develop and support solutions that increase healthcare access; and 3. Demonstrate the impacts of transportation solutions on improved access to healthcare and health outcomes and reduced costs to the healthcare and transportation sectors.

Eligible Applicants

State and local governments

Funding

\$5.3 million in funding is available

Application Deadline

June 30, 2016

Application and program information may be found [here](#).

Buses and Bus Facilities Program

DOT's Buses and Bus Facilities program makes federal resources available to states and direct recipients to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities including technological changes or innovations to modify low or no emission vehicles or facilities. Eligible Activities include: Capital projects to replace, rehabilitate and purchase buses, vans, and related equipment, and to construct bus-related facilities, including technological changes or innovations to modify low or no emission vehicles or facilities.

Eligible Applicants

State and local governments

Funding

Approximately \$2.11 million in funding is available for up to 100 awards

Application Deadline

June 12, 2016

Application and program information may be found [here](#).

Railroad Safety Technology Grants (RTSG) Program

The RSTG program provides funding to facilitate the deployment of train control technologies, train control component technologies, processor-based technologies, electronically controlled pneumatic brakes, rail integrity inspection systems, rail integrity warning systems, switch position indicators and monitors, remote control power switch technologies, track integrity circuit technologies, and other new or novel railroad safety technology. Notably, this year the FRA is limiting the eligible projects to those that implement Positive Train Control (PTC).

Eligible Applicants

State and local governments

Funding

Approximately \$2.5 million in funding is available for up to 8 awards

Application Deadline

June 19, 2016

Application and program information may be found [here](#).

Preventing Teen Dating and Youth Violence Grant Program

Program funding supports local health departments in communities with demonstrated high rates of violence to implement the best available strategies to prevent youth violence and teen dating violence. As a result of the program, communities will decrease the burden of youth violence and teen dating violence, and address shared risk and protective factors for multiple forms of violence.

Eligible Applicants

State, county, city or township governments

Funding

\$2 million in funding is available for up to 5 awards ranging from \$250,000 to \$412,500

Application Deadline

June 6, 2016

Application and program information may be found [here](#).

ENVIRONMENTAL PROTECTION AGENCY

Source Reduction Assistance Grant Program

EPA's Source Reduction program funds projects that support one or more of the P2 Program's National Emphasis Areas – 1) Climate Change Mitigation/Prevention of Greenhouse Gas Emissions, 2) Food Manufacturing and Processing and 3) State or Community Approaches to Hazardous Materials Source Reduction. These areas will promote national environmental themes and strategies reflected within EPA's P2 Program. Funded proposals must carry out project activities using one or more of the following methods – surveys, studies, research, investigation, experimentation, education, training and/or demonstrations.

Eligible Applicants

State and local governments, nonprofits, and higher education institutions

Funding

\$2.2 million in funding is available for up to 20 awards ranging from \$20,000 to \$260,000

Application Deadline

June 6, 2016

Application and program information may be found [here](#).

NATIONAL ENDOWMENT FOR THE HUMANITIES

Digital Projects for the Public (DPP)

DPP grants support projects that significantly contribute to the public's engagement with the humanities. The program offers three levels of support for digital projects: grants for Discovery projects (early-stage planning work), Prototyping projects (proof-of-concept development work), and Production projects (end-stage production and distribution work). All projects should demonstrate the potential to attract a broad, general, non-specialist audience, either online or in person at venues such as museums, libraries or other cultural institutions.

Eligible Applicants

State, county, city or township governments, nonprofits, institutions of higher education (public or private)

Funding

Awards ranging from \$1 to \$400,000 are available

Application Deadline

June 8, 2016

Application and program information may be found [here](#).

PREVIOUS GRANT ANNOUNCEMENTS

DEPARTMENT OF AGRICULTURE

Conservation Innovation Grants

Conservation Innovation Grants (CIG) are competitive grants that stimulate the development and adoption of innovative approaches and technologies for conservation on agricultural lands. NRCS is piloting a concentrated approach for awarding CIGs to address the nation's top natural resource priorities. This new approach allows NRCS to aggressively impact the natural resource areas of critical concern. The CIG focus for Fiscal Year (FY) 2016 is Water Quality and Conservation Finance.

Eligible Applicants

Public and private institutions of higher education, state, county, city, or township governments, special district governments, and nonprofits.

Funding

\$20 million is available for 75 awards up to \$2 million.

Application Deadline

May 10, 2016

Application and program information may be found [here](#).

National Urban and Community Forestry Grant Program

The National Urban and Community Forestry Advisory Council serves to advise the Secretary of Agriculture on the status of the nation's urban and community forests and related natural resources. The Council seeks to establish sustainable urban and community forests, by encouraging communities of all sizes to manage and protect their natural resources, which, if well managed, improves the public's health, well-being, economic vitality, and creates resilient ecosystems for present and future generations. The Council recommends urban and community forestry projects that have national or multi-state application and impact through the U.S. Forest Service's competitive Urban and Community Forestry Challenge Cost-Share Grant Program

Eligible Applicants

Public housing authorities, public and private institutions of higher education, independent school districts, city, township, county, and state governments, and nonprofits.

Funding

\$900,000 in funding is available for awards ranging from \$75,000 to \$300,000.

Application Deadline

July 17, 2016

Application and program information may be found [here](#).

Rural Economic Development Loan and Grant Programs

The Rural Economic Development Program provides funding to rural communities to promote rural economic development and job creation projects. Funding may be used for business startup costs, business expansion, business incubators, technical assistance feasibility studies, advanced telecommunications services and computer networks for medical, educational, and job training services, and community facilities projects for economic development. Application and program information may be found [here](#).

Eligible Applicants

Any former Rural Utilities Service borrower, nonprofits, and current Rural Development Electric or Telecommunication Programs Borrowers.

Funding

\$300,000 grant awards.

Application Deadline

Applications are accepted year-round.

Application and program information may be found [here](#).

DEPARTMENT OF COMMERCE

Planning and Local Technical Assistance Programs

Under the Planning and Local Technical Assistance programs grants, the Economic Development Administration (EDA) assists recipients in creating regional economic development plans designed to stimulate and guide the economic development efforts of a community or region. EDA supports Partnership Planning investments to facilitate the development, implementation, revision, or replacement of Comprehensive Economic Development Strategies (CEDs), which articulate and prioritize the strategic economic goals of recipients' respective regions.

Eligible Applicants

States, cities, or other political subdivisions of a state, including a special purpose unit of a state or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions; district organizations; institutions of higher education or a consortium of institutions of higher education; or public or private non-profits acting in cooperation with officials of a political subdivision of a state.

Funding

Annual grant amounts per recipient for EDA's Partnership Planning, Short-Term, and State Planning programs are typically between \$60,000 and \$70,000.

Application Deadline

Applications are accepted on a continuing basis and processed as received.

Application and program information can be found [here](#).

For further information, please contact the appropriate regional office or Economic Development Representative listed in the announcement. EDA's [website](#) contains additional information on its programs.

Additional program and application information can be found [here](#).

For further information, please contact Erin Higgins at (202) 208-3749 or e-mail at Erin.Higgins@ed.gov.

DEPARTMENT OF HEALTH AND HUMAN SERVICES

Community Economic Development Projects

The Administration for Children and Families (ACF), Office of Community Services (OCS) will award up to \$17.7 million in Community Economic Development (CED) discretionary grant funds to Community Development Corporations (CDC) for well-planned, financially viable, and innovative projects to enhance job creation and business development for low-income individuals. CED grants will be made as part of a broader strategy to address objectives such as decreasing dependency on federal programs, chronic unemployment, and community deterioration in urban and rural areas. CED projects are expected to actively recruit low-income individuals to fill the positions created by CED-funded development activities, and to assist those individuals to successfully hold those jobs and ensure that the businesses and jobs created remain viable for at least one year after the end of the grant period.

Eligible Applicants

Nonprofits

Funding

Approximately \$17.7 million available for 22 awards ranging from \$100,000 to \$800,000.

Application Deadline

April 27, 2016.

Application and program information may be found [here](#).

Community Economic Development Healthy Food Financing Initiative Projects

The Healthy Food Program provides funding to Community Development Corporations (CDCs) for community-based efforts to improve the economic and physical health of people in areas designated as food deserts. The Program supports projects that implement strategies to increase healthy food access, foster self-sufficiency for low-income families, and create sustained employment opportunities in low-income communities. To do this, the CED-HFFI program will provide technical and financial assistance for healthy food ventures designed to: (1) improve access to, and purchase and consumption of healthy, affordable foods; and (2) address the economic needs of low-income individuals and families through the creation of employment and business opportunities in low-income communities.

Eligible Applicants

See solicitation

Funding

\$9.5 million available for an expected 13 awards ranging from \$100,000 to \$800,000.

Application Deadline

April 27, 2016

Application and program information may be found [here](#).

DEPARTMENT OF HOMELAND SECURITY**FEMA Fire Prevention and Safety (FP&S) Grants Program**

FEMA's Fire Prevention and Safety (FP&S) Grants Program provides funding directly to local fire departments to assist in carrying out fire prevention and education, fire code enforcement, fire and arson investigation, and firefighter safety, health programming, and prevention efforts.

Eligible Applicants

Fire departments, national, regional, state, and local organizations, and/or community organizations recognized for their experience and expertise in fire prevention and safety programs and activities

Funding

DHS has made available approximately \$34 million for up to 100 awards

Application Deadline

The application period will open from Monday, April 04, 2016 to Friday, May 06, 2016 at 5:00 PM EST.

Additional program and application materials can be found [here](#), or by contacting the FP&S Grants Help Desk at (866) 274-0960, or via email at firegrants@fema.dhs.gov.

FEMA Pre-Disaster Mitigation (PDM) Grant Program

FEMA's PDM provides funding to assist state and local governments in implementing a sustained pre-disaster natural hazard mitigation program. The goal is to reduce overall risk to the population and structures from future hazard events, while also reducing reliance on Federal funding in future disasters. Local governments must submit planning and project sub-applications to their State/Territory Applicant agency.

Eligible Applicants

State governments.

Funding

Approximately \$90 million is available for up to 200 awards.

Application Deadline

June 15, 2016.

Contact your State Hazard Mitigation Officer: <http://www.fema.gov/state-hazard-mitigation-officers>.

Application and program information may be found [here](#).

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**Lead Hazard Reduction Demonstration (LHRD) Grant Program**

The LHRD Grant Program provides funding to assist state and local governments in undertaking comprehensive programs to identify and control lead-based paint hazards in eligible privately owned rental or owner-occupied housing. This program is administered under HUD's Office of Lead Hazard Control and Healthy Homes (OLHCHH) which is aligned with HUD's 2012-2015 Environmental Justice Strategy. HUD's Environmental Justice Strategy addresses environmental and human health issues that disproportionately affect high-risk communities, such as minorities, low-income populations, children, and persons with disabilities.

Eligible Applicants

City, state, township, county and special district governments.

Funding

\$45 million in funding is available for 15 awards ranging from \$1 million to \$3 million.

Application Deadline

April 28, 2016 (electronic submission).

Application and program information may be found [here](#).

DEPARTMENT OF THE INTERIOR

Land and Water Conservation Fund (LWCF) State and Local Assistance Program

The LWCF Program provides matching grants for the acquisition and development of public outdoor recreation areas and facilities (as well as funding for shared federal land acquisition and conservation strategies). The program is intended to create and maintain a nationwide legacy of high quality recreation areas and facilities and to stimulate non-federal investments in the protection and maintenance of recreation resources across the United States.

Eligible Applicants

State governments

Funding

\$20 million

Application Deadline

April 29, 2016

Application and program information may be found [here](#).

Drought Resiliency Project Grants

The drought resiliency project funding opportunity is for projects that will increase the reliability of water supply; improve water management; implement systems to facilitate the voluntary sale, transfer, or exchange of water; and provide benefits for fish, wildlife, and the environment to mitigate impacts caused by drought. States, tribes, irrigation districts, water districts, and other organizations with water or power delivery authority are invited to leverage their money and resources by cost sharing with Reclamation.

Eligible Applicants

State, irrigation district, water district, or other organizations with water or power delivery authority.

Funding

Approximately \$6.6 million is available for 10 awards up to \$300,000.

Application Deadline

The deadline for applications is April 11, 2016

Application and program information may be found [here](#) and [here](#).

DEPARTMENT OF JUSTICE

Technology Innovation for Public Safety (TIPS)

The TIPS program is designed to enable strategic information sharing across crime-fighting agencies to address specific local or regional crime problems. Often these efforts will require a multidisciplinary response, involving law enforcement, analysts/investigators, information technology staff, public safety/first responders, adjudications/courts, corrections, human services organizations, and other stakeholders. Applicants are encouraged to propose comprehensive plans that include coordination among multiple stakeholder agencies, shared investment and use of technology services, or regional planning as appropriate.

Eligible Applicants

State, county, city, and township governments, nonprofits

Funding

\$2.5 million is available for 6 awards up to \$500,000.

Application Deadline

April 20, 2016

Application and program information may be found [here](#).

Office of Juvenile Justice Delinquency Prevention Mentoring Opportunities

The OJJDP Mentoring Program supports efforts to strengthen and/or expand existing community mentoring activities, including: direct one-on-one, group, peer, or a combination of these types of mentoring services for at-risk and underserved youth populations. Mentoring promotes positive behaviors, attitudes, and outcomes for youth and reduces risk factors. It has been shown to improve academic performance and/or social or job skills, support behavioral or other personal development, and reduce consumption of alcohol and other drugs. Successful mentoring programs include matches between a mentor and one or more youth. Mentoring can take place in multiple and informal settings and in a school or program context.

Eligible Applicants

national, state and local mentoring organizations

Funding

Available funds TBD

Application Deadline

May 2, 2016

Application and program information may be found [here](#).

DEPARTMENT OF TRANSPORTATION

Advanced Transportation and Congestion Management Technologies Deployment Initiative

This competitive advanced transportation and congestion management technologies deployment grant program will promote the use of innovative transportation solutions. The deployment of these technologies will provide Congress and DOT with valuable real life data and feedback to inform future decision making. The United States Department of Transportation (DOT) will host an Informational Session regarding this Funding Opportunity focused on the Advanced Transportation and Congestion Management Technologies Deployment Initiative. This session will be conducted as a virtual forum and will focus on specific topics to help potential applicants gather

additional information and ask specific questions. Participation in this session is not mandatory in order to submit an application under this solicitation.

Eligible Applicants

State or local governments, transit agencies, and metropolitan planning organizations.

Funding

\$60,000,000 in funding is available for 10 awards up to \$12,000,000.

Application Deadline

June 3, 2016

Application and program information may be found [here](#).

Transportation Investment Generating Economic Recovery (TIGER) Grant Program

U.S. Department of Transportation has announced that it has begun accepting applications under the 2016 TIGER Grant Program. The TIGER Program provides competitive grant funding for capital investments in surface transportation infrastructure projects that will have a significant impact on the nation, a metropolitan area, or a region. As in previous years, the 2016 TIGER grant program will focus on innovative projects that are national or regional in scope, including multi-modal and multi-jurisdictional projects, which are difficult to fund through traditional federal programs.

Eligible Applicants

State and local governments, transit agencies, port authorities, and metropolitan planning organizations (MPOs)

Funding

\$500 million has been made available for awards ranging from \$1 million to \$100 million.

Application Deadline

April 29, 2016

Application and program information may be found [here](#).

DEPARTMENT OF VETERANS AFFAIRS

**Grants for Adaptive Sports Programs for Disabled Veterans
and Disabled Members of the Armed Forces**

The Grants for Adaptive Sports Programs for disabled Veterans and Members of the Armed Forces (ASG Program) provides grant funding to organizations to increase and expand the quantity and quality of adaptive sport activities disabled Veterans and members of the Armed Forces have to participate in physical activity within their home communities, as well as more advanced Paralympic and adaptive sport programs at the regional and national levels.

Eligible Applicants

Public housing authorities, state, county, city, and township governments, nonprofits, public and private institutes of higher education, small businesses.

Funding

An estimated \$8 million is available for 85 awards ranging from \$10,000 to \$500,000.

Application Deadline

April 28, 2016

Application and program information may be found [here](#).

Veterans Cemetery Grants

The Department of Veterans Affairs (VA) Veterans Cemetery Grants Program was established to complement VA's National Cemetery Administration. The program assists states, territories, and federally recognized tribal governments in providing gravesites for veterans in those areas where VA's national cemeteries cannot fully satisfy their burial needs. Grants may be used only for the purpose of establishing, expanding or improving veterans cemeteries that are owned and operated by a state, federally recognized tribal government, or U.S. territory. For establishment of new cemeteries, VA can provide for operating equipment. VA does not provide for acquisition of land. The value of the land cannot be considered as an "allowable cost" under the grant.

Eligible Applicants

States, territories, and tribal governments are eligible to receive grants to establish, expand or improve State or Tribal Veterans cemeteries.

Funding

\$46 million.

Application Deadline

July 1, 2016

Application and program information can be found [here](#).

For further information, please contact the Veterans Cemetery Grants Program via email at vcgs@va.gov.

NATIONAL ENDOWMENT FOR THE HUMANITIES

Humanities Access Grants

Humanities Access grants help support capacity building for humanities programs that benefit one or more of the following groups: youth, communities of color, and economically disadvantaged populations. Humanities Access grants provide funding for existing programs at institutions such as public libraries, local and regional museums, historical societies, community colleges, HBCUs and tribal colleges, Hispanic-serving institutions, archival repositories, and other cultural organizations. Humanities Access grants are intended to seed longer-term endowment-building efforts.

Eligible Applicants

Public and private institutions of higher education, nonprofits, special district governments, county, city, state, and township governments.

Funding

NEH will offer successful applicants a one-to-one matching grant of either \$50,000 or \$100,000 divided evenly over two years. The grant amount that applicants request should be appropriate to the humanities needs and the fundraising capacity of the institution.

Application Deadline

May 4, 2016

Application and program information may be found [here](#).



**St. Johns County Government Delegation
Washington, DC
Federal Legislative Meetings & Army Corps of Engineers Hearing
Itinerary & Agenda
March 21st -23rd, 2017**

TUESDAY, MARCH 21ST

9:00 pm *Arrive at Washington Reagan National Airport
Car Pick-Up Outside American Airlines Arrival Curb Pick-Up Access Way
Driver Name: Arthur Nylander
Telephone Number: (703) 801-3323
Check-In at Marriott Marquis
901 Massachusetts Avenue, NW
Washington, DC 20001*

WEDNESDAY, MARCH 22ND

8:15 am *Breakfast with Joshua Gaboton, Washington Representative
Anthem Restaurant -- Downstairs in Hotel*

9:30 am *Meeting with Rep. Ron DeSantis and John Maniscalco, Legislative Director
1524 Longworth House Office Building
Washington, DC 20515*

10:10am *Interns United States Capitol Tour
Office of Rep. Ron DeSantis*



- 11:30 am Meeting with Senator Bill Nelson, Abby Tinsley - Senior Policy Advisor & Lauren Reamy, Deputy Legislative Director - Office of Senator Marco Rubio
.716 Senate Hart Office Building
Washington, DC 20510
- 2:30 pm Army Corps of Engineers Civil Works Review Board Hearing Practice Session
United States Army Corps of Engineers Headquarters
441 G St NW
Washington, DC 20314
- 4:15 pm Meeting with Rep. Rutherford and Staff
230 Cannon House Office Building
Washington, DC 20515
- 6:00 pm Dinner
Del Frisco's Grille
1201 Pennsylvania Ave, NW
Washington, DC

THURSDAY, MARCH 23RD

- 8:00 am Coffee with Joshua Gaboton
Anthem Restaurant
- 9:00 am Army Corps of Engineers Civil Works Review Board Hearing
United States Army Corps of Engineers Headquarters
441 G St NW
Washington, DC 20314
- 11:00 am ACOE Civil Works Review Board Hearing Concludes

****Please note that meetings are subject to change pending Legislative Voting schedule for the day****





THE GABOTON GROUP

ORGANIZATIONAL CHART

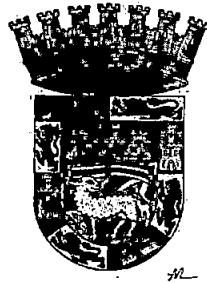
JOSHUA J. GABOTON
PRESIDENT, CEO

TRACE ROLLER
MANAGING PARTNER, GRANTS DIRECTOR

JOHN MICA – COUNSEL
D'ANNE MICA – PARTNER
IVAN LANIER – EASTERN STATE DIRECTOR
STEVE BLOCH – CENTRAL STATE DIRECTOR
JAMES ALFANO – WESTERN STATE DIRECTOR

TUWANNA FRIERSON
ADMINISTRATIVE MANAGER

G.J. GUOT
ADMINISTRATIVE ASSISTANT



**ST. JOHNS COUNTY
BOARD OF COUNTY COMMISSIONERS**

**RFP NO: 19-35
REQUEST FOR PROPOSALS**

Federal Lobbying Services

**St. Johns County Purchasing Department
500 San Sebastian View
St. Augustine, FL 32084
(904) 209-0150
www.sjcf.us/Purchasing/Index.aspx**

Final 4/24/2019

REQUEST FOR PROPOSALS (RFP) NO: 19-35
FEDERAL LOBBYING SERVICES

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MONTHLY RETAINER FEE PROPOSAL FORM

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**ST. JOHNS COUNTY, FL – REQUEST FOR PROPOSALS (RFP) NO: 19-35
FEDERAL LOBBYING SERVICES**

PART I: ADVERTISEMENT

Notice is hereby given that St. Johns County, FL is soliciting responses for **RFP No: 19-35; FEDERAL LOBBYING SERVICES**. Interested and qualified respondents may submit RFP Packages, according to the requirements described herein, to the St. Johns County Purchasing Department. **All RFP Packages are due by or before 4:00PM (EST) on Thursday, June 6, 2019**. Any packages delivered to or received after the 4:00PM deadline will not be considered and shall be returned unopened to the addressee.

St. Johns County, Florida, is seeking proposals from qualified and experienced individuals/firms to lobby the legislature and executive branches of the Federal Government on the County's behalf. The proposing individuals/ firms shall possess the necessary skills and qualifications to provide legislative and administrative advocacy support on behalf of the St. Johns County towards its goal of federal funding and federal permitting for the County's St. Augustine Shore Protection Project, St. Johns County Coastal Storm Risk Management Project, Ponte Vedra and South Ponte Vedra Beach Restoration Projects and other Public Works projects as necessary; have a good track record of securing funds for their clients and in keeping clients informed on the progress of projects as they move through the system; and to provide guidance on County and Public involvement in the process.

RFP Packages are available for downloading from Onvia Demandstar, Inc., at their website www.demandstar.com, or by calling 800-711-1712 and requesting Document #19-35. Vendors registered with Demandstar may download most packages at no cost from the website. Download fees may apply to vendors not registered on the website. Packages are also available from the SJC Purchasing Department. When making a request provide the full company name, full company address, company phone number, primary contact and email address.

Any and all **questions** or requests for information relating to this Request for Proposals shall be **submitted in writing** by or before close of business (5:00PM) on **Monday, May 20, 2019**.

Designated Point of Contact: Erin Edwards, MAOL, CPP, Procurement Coordinator
SJC Purchasing Department
500 San Sebastian View
St. Augustine FL 32084
Email: eedwards@sjcfl.us

If the above representative is absent, or unavailable for three (3) or more business days, interested firms may direct questions or inquiries to Leigh Daniels, CPPB, Procurement Supervisor, at ldaniels@sjcfl.us.

Interested firms shall not contact, lobby, or otherwise communicate with any St. Johns County staff member, including any member of the Board of County Commissioners, except the above referenced individual from the point of advertisement of the solicitation, until contract(s) are executed by all parties, per SJC Purchasing Code 304.6.5 "Procedures Concerning Lobbying". According to SJC Policy, any such communication shall result in disqualification from consideration for award of a contract for these services.

RFP Packages **MUST** be submitted in a **SEALED** envelope/container and clearly marked on the exterior of the package: **RFP No: 19-35; FEDERAL LOBBYING SERVICES**. Each package submitted must have the respondent's name and mailing address marked plainly on the outside of the envelope/container. Each package shall consist of one (1) hard-copy original document, and one (1) exact electronic PDF copy on a USB Drive, which shall include all required documents and any supplemental information. In the event of a discrepancy between the submitted original hard-copy and the electronic copy, the hard-copy original will supersede.

Deliver or Ship RFP Packages to: St. Johns County Purchasing Department
500 San Sebastian View
St. Augustine FL 32084

Any respondent, proposer or person substantially and adversely affected by an intended decision or by any term, condition, procedure or specification with respect to any bid, invitation, solicitation of Proposals or Request for Proposal, shall file with the Purchasing Department for St. Johns County, a written notice of intent to protest no later than seventy two (72)

hours (excluding Saturdays, Sundays, and legal holidays for employees of St. Johns County) after the posting either electronically or by other means of the notice of intended action, notice of intended award, bid tabulation, publication by posting electronically or by other means of a procedure, specification, term or condition which the person intends to protest, or the right to protest such matter shall be waived. The protest procedures may be obtained from the Purchasing Department and are included in St. Johns County's Purchasing Manual.

All of the terms and conditions of the County's Purchasing Manual are incorporated by reference and are fully binding.

The St. Johns County Board of County Commissioners reserves the right to reject any or all proposals, waive minor formalities or award to/negotiate with the firm whose proposal best serves the interest of St. Johns County.

BOARD OF COUNTY COMMISSIONERS
OF ST. JOHNS COUNTY, FLORIDA
HUNTER S. CONRAD, CLERK

BY: _____
Deputy Clerk

PART II: INTRODUCTION

A. PURPOSE

St. Johns County, Florida, is seeking proposals from qualified and experienced individuals/firms to lobby the legislature and executive branches of the Federal Government on the County’s behalf. The proposing individuals/ firms shall possess the necessary skills and qualifications to provide legislative and administrative advocacy support on behalf of the St. Johns County towards its goal of federal funding and federal permitting for the County’s St. Augustine Shore Protection Project, St. Johns County Coastal Storm Risk Management Project, Ponte Vedra and South Ponte Vedra Beach Restoration Projects and other Public Works projects as necessary; have a good track record of securing funds for their clients and in keeping clients informed on the progress of projects as they move through the system; and to provide guidance on County and Public involvement in the process.

B. TENTATIVE SCHEDULE OF EVENTS

The County proposes the tentative schedule of events provided below for this Request for Proposals (RFP), and subsequent award of contract(s). This schedule is for planning purposes only, and is subject to change, without notice, based upon the County’s needs.

Advertisement of Request for Proposals	May 6, 2019
Deadline for Questions	May 20, 2019
Issuance of Final Addendum	May 27, 2019
Proposal Submission Deadline	June 6, 2019
Evaluation of Submitted RFP Packages	June 27, 2019
Presentation of Award Recommendation to SJC BOCC	August 6, 2019
Begin Negotiations of Contract	August 13, 2019
Issuance of Notices of Award & Contracts	August 20, 2019

C. DUE DATE & LOCATION

Packages submitted in response to this Request for Proposals must be delivered to, and received by the SJC Purchasing Department by or before **4:00 PM on Thursday, June 6, 2019**. Any packages received after this deadline will be deemed unresponsive, and shall be returned to the addressee unopened.

RFP Packages shall be delivered to: St. Johns County Purchasing Department
500 San Sebastian View
St. Augustine, FL 32084

D. DESIGNATED POINT OF CONTACT

Any and all questions or requests for information relating to this RFP shall be directed, *in writing*, to the following Designated Point of Contact: Erin Edwards, MAOL, CPP, Procurement Coordinator at eedwards@sjcfl.us.

In the event the Designate Point of Contact, provided above, is absent or unavailable for more than three (3) business days, interested firms may contact Leigh Daniels, CPPB, Procurement Supervisor, at ldaniels@sjcfl.us.

Interested firms **SHALL NOT** contact any staff member of St. Johns County, including members of the Board of County Commissioners, except the above referenced individual, with regard to this RFP as stated in SJC Purchasing Code 304.6.5 “Procedures Concerning Lobbying”. All inquiries will be routed to the appropriate staff member for response. Any such communication shall result in disqualification from consideration for award of a contract for these services.

E. SUBMITTAL OF QUESTIONS/INQUIRIES

Any and all questions and/or inquiries related to this RFP, shall be directed, in writing, to the Designated Point of Contact as provided above, by or before five o’clock (**5:00PM**) EST on **Monday, May 20, 2019**. Any questions received after this deadline will not be addressed or clarified by the County, unless it is determined to be in the best interest of

the County to do so. The County reserves the right to extend the deadline for RFP submission in order to clarify or answer questions as necessary to serve the best interest of the County.

F. ADDENDA

Any and all clarifications, answers to questions, or changes to this RFP shall be provided through a County issued Addendum, posted on www.demandstar.com. Any clarifications, answers, or changes provided in any manner other than a formally issued addendum, are to be considered “unofficial” and shall not bind the County to any requirements, terms or conditions not stated herein.

All copies of acknowledged addenda, if applicable, must be submitted in **Section 8: Administrative Information**.

The County shall make every possible, good faith effort to issue any and all addenda no later than seven (7) days prior to the due date for Proposals. Any addenda issued after this date, shall be for material, necessary clarifications to the Request for Proposal.

G. EQUAL EMPLOYMENT OPPORTUNITY

In accordance with Federal, State and Local law, the submitting firm shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or handicap. The submitting firm shall be required to comply with all aspects of the Americans with Disabilities Act (ADA) during the performance of the work.

H. PUBLIC RECORDS

In accordance with Chapter 119 of the Florida Statutes (Public Records Law) and Chapter 286 Freedom of Information Act, and except as may be provided by other applicable State and Federal Law, all proposers should be aware that Request for Proposal and the responses thereto are public record. Proposers should identify specifically any information contained in their qualifications which they consider confidential and/or proprietary and which they believe to be exempt from disclosure, citing specifically the applicable exempting law. Failure to identify confidential and/or proprietary information prior to submission of the Proposal may result in such information being subject to release if requested in a public records request.

I. SOLICITATION POSTPONEMENT / CANCELLATION

The County may, at its sole and absolute discretion, postpone, cancel, or re-advertise, at any time, this solicitation process for any reason, as determined by County Staff, in order to best serve the interests of St. Johns County.

J. RIGHT TO REJECT / ACCEPT

The County reserves the right to accept or reject any or all submitted packages, waive minor formalities, and to award to the Respondent(s) that best serve the interests of St. Johns County.

K. COMPLIANCE WITH ST. JOHNS COUNTY PURCHASING POLICY AND PROCEDURES MANUAL

All terms and conditions of the St. Johns County Purchasing Procedure Manual are incorporated into this RFP Document by reference, and are fully binding. Respondents are required to submit their responses to this RFP, and to conduct their activities during this process in accordance with the St. Johns County Purchasing Procedure Manual. This solicitation, the subsequent evaluation, negotiations, and contract award shall be in accordance with the St. Johns County Purchasing Procedure Manual. The County reserves the right to disqualify, remove from consideration, or debar as appropriate, any vendor that does not comply with the applicable requirements set for in the St. Johns County Purchasing Procedure Manual.

PART III: SCOPE OF SERVICES

The contractor shall provide services and advice including, but not limited to the following:

Represent the St. Johns County in interacting with the White House, Members of Congress and staff persons, federal agencies, boards, commissions and legislative bodies. The County’s interests include but are not limited to its St. Augustine Shore Protection Project, St. Johns County Coastal Storm Risk Management Project, Ponte Vedra and South Ponte Vedra Beach Restoration Projects and other Public Works projects as necessary.

1. Provide research and timely written and oral information to the St. Johns County, as specified by the Public Works Administrative Manager for Beach Projects or designee, on matters that include, but are not limited to:

- Existing and proposed federal laws and regulations that affect County interests
 - Reports on and testimony from legislative hearings
 - The development and progress of federal issues affecting specified County interests
 - Federal agency and departmental regulations, guidelines, directives, and other instruments of administrative policy
 - Grants and other funding opportunities for proposed County projects
 - Technical reports and memoranda affecting County operations and fiscal conditions
 - Copies of proposed legislation and associated report
2. Additional responsibilities include:
- Monitor existing and proposed laws and regulations that affect the interests and priorities of the County.
 - Proactively recommend and develop legislative positions for proposed laws and regulations that affect the interests and priorities of the County.
 - Assist with advocacy for Federal permits and permissions.
 - Propose and develop opportunities that will access funding at the policy making level.
 - Research and identify grant funding or other opportunities for funding.
3. The contractor shall submit comprehensive monthly reports to the Public Works Administrative Manager for Beach Projects, or designee. These reports will be the primary vehicle for communication of legislative action to St. Johns County.
4. The contractor shall provide a legislative tracking status report in an electronic format, which enumerates the bills that the contractor is tracking on behalf of the County and the County's current legislative position on each bill.
5. Provide to the County monthly itemized invoices for compensation related to services.
6. Unless the contractor and the County mutually agree that on-site visits are unnecessary, the contractor shall make at least two (2) annual on-site visits to St. Johns County to confer with the County officials about federal issues.

PART IV: CONTRACT REQUIREMENTS

A. CONTRACT AGREEMENT & TERM

The intent of this RFP is to select the number one ranked firm through the evaluation process and to award a contract upon successful negotiations to that firm. If awarded, the contract term shall be a period of three (3) calendar years, beginning on Thursday, November 14, 2019, and may be renewed for up to one (1), two (2) year renewal period providing satisfactory performance has been maintained by Consultant, availability of appropriated funds, and the County has a continued need for the services. The County reserves the right to extend the term of the awarded agreements, as necessary, to have authorized services completed.

It is expressly understood that the Board of County Commissioner's (Board's) preference/selection of any qualifications does not constitute an award of a Contract Agreement with the County. It is anticipated that subsequent to the Board's preference/selection of any qualifications, contract negotiations will follow between the County and the selected respondent. It is further expressly understood that no contractual relationship exists with the County until a contract has been executed by both the County and the selected respondent. The County reserves the right to delete, add to, or modify one or more components of the selected respondent's qualifications in order to accommodate changed or evolving circumstances that the County may have encountered since the issuance of the RFP.

B. CONTRACT PERFORMANCE

At any point in time during the term of the Contract with the awarded Consultant, County Staff may review records of performance to ensure that the Consultant is continuing to provide sufficient financial support, equipment and

organization as prescribed herein. The County may place said contract on probationary status and implement termination procedures if the County determines that a Consultant no longer possesses the financial support, equipment and organization which would have been necessary during the RFP evaluation period in order to comply with this demonstration of competency section.

C. TERMINATION

Failure on the part of the Consultant to comply with any portion of the duties and obligations under the Contract Agreement shall be cause for termination. If the Consultant fails to perform any aspect of the responsibilities described herein, St. Johns County shall provide written notification stating any and all items of non-compliance. The Consultant shall then have seven (7) consecutive calendar days to correct any and all items of non-compliance. If the items of non-compliance are not corrected, or acceptable corrective action, as approved by the County, has not been taken within the seven (7) consecutive calendar days, the Contract Agreement may be terminated by St. Johns County for cause, upon giving seven (7) consecutive calendar days written notice to the Consultant.

In addition to the above, the County may terminate the Contract Agreement at any time, without cause, upon thirty (30) days written notice to the Consultant.

D. GOVERNING LAWS & REGULATIONS

It shall be the responsibility of the awarded firm to be familiar and comply with any and all federal, state, and local laws, ordinances, rules and regulations relevant to the services to be performed under this Contract. The Contract Agreement shall be governed by the laws of the State of Florida and the County both as to interpretation and performance.

E. LICENSES, PERMITS & FEES

The Consultant shall be responsible for obtaining and holding any and all necessary licenses, permits, certifications required to perform the work described herein throughout the duration of the Contract. Payment of any fees or fines resulting in the lack of permits, licenses or certifications shall be the sole responsibility of the Consultant.

F. INSURANCE REQUIREMENTS

The Consultant shall not commence work under this Contract until he/she has obtained all insurance required under this section and such insurance has been approved by the County. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida. The Consultant shall furnish proof of Insurance to the County prior to the commencement of operations. The Certificate(s) shall clearly indicate the Consultant has obtained insurance of the type, amount, and classification as required by contract and that no material change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to the County. Certificates shall specifically include the County as Additional Insured for all lines of coverage except Workers' Compensation and Professional Liability. A copy of the endorsement must accompany the certificate. Compliance with the foregoing requirements shall not relieve the Consultant of its liability and obligations under this Contract.

Certificate Holder Address: St. Johns County, a political subdivision of the State of Florida
500 San Sebastian View
St. Augustine, FL 32084

The Consultant shall maintain during the life of this Contract, Comprehensive General Liability Insurance with minimum limits of \$1,000,000 per occurrence, \$2,000,000 aggregate to protect the Consultant from claims for damages for bodily injury, including wrongful death, as well as from claims of property damages which may arise from any operations under this Contract, whether such operations be by the Consultant or by anyone directly employed by or contracting with the Contractor.

The Consultant shall maintain during the life of the contract, Professional Liability or Errors and Omissions Insurance with minimum limits of \$1,000,000, if applicable.

The Consultant shall maintain during the life of this Contract, Comprehensive Automobile Liability Insurance with minimum limits of \$300,000 combined single limit for bodily injury and property damage liability to protect the Consultant from claims for damages for bodily injury, including the ownership, use, or maintenance of owned and non-owned automobiles, including rented/hired automobiles whether such operations be by the Consultant or by anyone directly or indirectly employed by a Contractor.

The Consultant shall maintain during the life of this Contract, adequate Workers' Compensation Insurance in at least such amounts as is required by the law for all of its employees per Florida Statute 440.02.

In the event of unusual circumstances, the County Administrator, or his designee, may adjust these insurance requirements.

G. INDEMNIFICATION

To the fullest extent permitted by law, the Consultant shall indemnify and hold harmless St. Johns County, Florida, and employees from and against liability, claims, damages, losses and expenses, including attorney's fees, arising out of or resulting from performance of the Work, provided that such liability, claims, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or injury to or destruction to tangible property (other than the Work itself) including loss of use resulting there from, but only to the extent caused in whole or in part by negligent acts or omissions of the Consultant, a Sub-consultant, or anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such liability, claim, damage, loss or expense is caused in part by a party indemnified hereunder.

In claims against any person or entity indemnified under this Paragraph by an employee of the Consultant, a Sub-consultant, any one directly or indirectly employed by them or anyone for whose acts they may be liable, the indemnification obligation under this Paragraph shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for the Consultant or a Sub-Consultant under workers' compensation acts, disability benefits acts or other employee benefit acts.

H. SUB-CONSULTANTS

If the Consultant elects to sub-contract with any firm, for any portion of the work, the Consultant shall be responsible for all work performed by any sub-contract and the Consultant shall not be relieved of any obligations under this Contract.

At any time, the County may, at its discretion, require any Consultant to submit all relevant data required to establish to the satisfaction of the County, the reliability and responsibility of the proposed sub-Consultants to furnish and perform the work proposed.

Prior to the award of the Contract, the County will notify the Consultant in writing if the County, after due investigation, has reasonable and substantial objection to any person or organization proposed as a sub-contract. The Consultant then may, at his option, withdraw his RFP Package, or submit an acceptable substitute at no increase in price. If the Consultant fails to submit an acceptable substitute within seven (7) days of the original notification, the County then may disqualify the Consultant, at no cost to the County.

The County reserves the right to disqualify any Contractor, Consultant, Sub-Consultant, Vendor, or material supplier due to previously documented project problems, either with performance or quality.

Sub-Consultants and other persons and organizations proposed by the Consultant and accepted by the County, must be used on the work for which they were proposed and accepted and shall not be changed except with the written approval of the County.

PART V: REQUEST FOR PROPOSAL SUBMITTAL INSTRUCTIONS & FORMAT

A. QUALIFICATIONS AND EXPERIENCE REQUESTED

Individuals or firms desiring to be considered for this assignment should submit written proposals covering the following subjects:

1. Experience of the firm (including those individuals or principal staff to be assigned to the project) or individual in intergovernmental relations, specifically in dealing with federal appropriations and also committees of the Congress with jurisdiction pertaining to the County interests in Coastal Engineering and Beach Renourishment and/or County redevelopment initiatives and other Public Works Functions.
2. Effective working relationships with federal agencies that have jurisdiction pertaining to the examples listed in paragraph one and the development and interpretation of applicable federal programs.

3. Knowledge and experience of the firm or individual in the development of strategies with coalitions and the development and interpretation of federal programs as per examples in paragraph one.
4. Demonstrated success in securing federal funding, or otherwise securing benefits, for public sector clients in Florida.
5. A listing of prior projects, similar in nature, including number of years of performance, organization names, size of organization, addresses, names of contact persons, and telephone numbers of at least three clients who may be contacted for reference.
6. Identify the proposed project team by providing information regarding the staff to be assigned to this project, including all (other) employees also qualified for these services; relevant education, their roles, whether full time or part time, their expertise, qualifications, and tenure with the organization emphasizing prior experience with issues pertaining to local governments and the services requested herein. Provide copies of any supporting documentation showing registration as lobbyist with corresponding agencies for both State and Federal Legislatures.
7. Provide information regarding the project management abilities of the proposing firm/individual. Include a description of the project management plan for your management of staff assigned to this project and the ability and plan for managing efficient communication with the County.
8. Any intention to subcontract the services of any other firm will require the proposing firm to submit the same information for each and every firm, as applicable, with and as part of their proposal. The proposal shall identify the role of the other firm, percent of work to be subcontracted, and the need/benefit to the County as a result of these services.
9. Disclose any potential conflict of interest, real or perceived, due to any other clients, contracts, or property interests. Include a notarized statement certifying that no member of your firm's ownership, management, or staff currently have a vested interest which might be considered a conflict of interest. Failure to submit this information with your proposal may result in rejection of your proposal.
10. Philosophy and approach in providing services to clients.

B. RESPONDENTS RESPONSIBILITIES

Respondents are responsible for any and all costs associated with developing and submitting a RFP Package in response to this Request for Proposals. Respondents are also solely responsible for any and all costs associated with interviews and/or presentations requested by the County. It is expressly understood, no Respondent may seek or claim any award and/or re-imbursement from the County for any expenses, costs, and/or fees (including attorneys' fees) borne by any Respondent, during the entire RFP process. Such expenses, costs, and/or fees (including attorneys' fees) are the sole responsibility of the Respondent.

All submitted Request for Proposals Packages received in response to this RFP shall become the property of St. Johns County and will not be returned. In the event of contract award, all documentation produced as part of the contract will become the exclusive property of St. Johns County.

Each Respondent, by submitting a Request for Proposals Package in response to this RFP, hereby agrees to comply with, and perform in accordance with any and all policies and procedures provided in the SJC Purchasing Manual, the County Administrative Code, and any and all other local, state, and federal rules, regulations, laws, codes and ordinances throughout the solicitation and contract term.

By submitting a Request for Proposals Package, each Respondent certifies that the proposer has fully read and understands any and all instructions in the RFP, and has full knowledge of the scope, nature, and quality of work to be performed, and certifies that the Respondent agrees to perform in accordance with any and all policies and procedures provided in the SJC Purchasing Manual and County Administrative Code, and all other local, state and federal rules, regulations, laws, codes and ordinances throughout the solicitation and subsequent contract term.

All submitted Request for Proposals Packages submitted shall be binding for not less than one hundred twenty (120) consecutive calendar days following the submittal due date.

C. TRADE SECRETS

All material marked as a trade secret must be separated from all non-trade secret material, such as being submitted in a separate envelope clearly marked as "trade secret". If the office of department receives a public records request for a document or information that is marked and certified as a trade secret, the office or department shall promptly notify the person that certified the document as a trade secret.

To invoke the provisions of Florida Statute 812.081, Trade Secrets, or other applicable law, the requesting firm must complete an Affidavit of Trade Secret Confidentiality, signed by an officer of the company, and submit the affidavit with the information classified as "Trade Secret" with other proposed documents. The affidavit must reference the applicable law or laws under which trade secret status is to be granted.

D. CONFLICT OF INTEREST

Respondents must certify that they presently have no interest and shall acquire no interest, either directly or indirectly, which would conflict in any manner with the performance of required services as provided herein. Respondents must certify that no person having any interest shall be employed for the performance of any of the required services as provided herein.

Respondents are required to disclose to the County any and all potential conflicts of interest for any prospective business association, interest or circumstance, the nature of work the Respondent may undertake and request an opinion from the County, whether such association, interest, or circumstance constitutes a conflict of interest.

E. USE OF COUNTY LOGO

Pursuant to, and consistent with, County Ordinance 92-2 and County Administrative Policy 101.3, the Respondent may not manufacture, use, display, or otherwise use any facsimile or reproduction of the County Seal/Logo without express written approval of the Board of County Commissioners of St. Johns County, Florida.

F. RFP PACKAGE SUBMITTAL INSTRUCTIONS

The submitted proposal must sufficiently address and demonstrate all required components, and follow the order of sections described below. The aim of the required format is to simplify the preparation and evaluation of the RFP Packages.

Proposals shall be submitted in a sealed envelope or container, and labeled, on the exterior of the package, with the Respondent's full legal company name and mailing address, as well as "RFP No: 19-35, FEDERAL LOBBYING SERVICES". Proposal shall be mailed or hand-delivered to:

St. Johns County Purchasing Department
500 San Sebastian View
St. Augustine, FL 32084

Proposals must be submitted, in the format provided herein, by or before four o'clock (4:00PM) EST on **Thursday, June 6, 2019.**

St. Johns County Purchasing will not accept any RFP Packages that are not submitted in the manner described above. Any unsealed, unlabeled, or otherwise incomplete packages may be rejected. Respondents are not permitted to deliver packages to any County Department or County Employee other than the Purchasing Department, as provided herein.

Any packages delivered to any County Staff other than the Purchasing Department shall be disqualified.

Any packages received after the deadline as provided above, shall not be provided to the Evaluation Committee for review, and shall be returned to the sender, unopened.

G. RFP PACKAGE COMPONENTS

Proposals **MUST** be submitted in a **SEALED** envelope/container and clearly marked on the exterior of the package: **RFP 19-35; FEDERAL LOBBYING SERVICES**. Each package submitted must have the respondent's name and mailing address marked plainly on the outside of the envelope/container. Each package shall consist of one (1) hard-copy original document, and one (1) exact electronic PDF copy on a USB Drive, which shall include all required documents and any supplemental information. In the event of a discrepancy between the submitted original hard-copy and the electronic copy, the hard-copy original will supersede.

Respondent's proposals shall be submitted on 8 1/2" x 11" pages, numbered, and all headings, sections, and sub-sections

shall be identified appropriately.

Each Respondent shall submit a list of proposed sub-Consultants (if applicable) to be used if awarded the contract. Each Respondent must provide a list of Sub-Contractors/Sub-Consultants, under Section 3: Qualifications and Experience, and attach a copy of any and all licenses and certificates for each sub-contractor/sub-consultant listed and submit with each copy of the RFP Package. If sub-contractors/sub-consultants are to be included in the Proposal, all terms and conditions must be disclosed including method and reason for selection, sub-contractors/sub-consultants compensation, and sub-contractors/sub-consultants billing rate. At the County's request, provide all internal sub-consultant documentation for federal reimbursement review. If no sub-contractors/sub-consultants are proposed, so state there on.

All Proposals must include the following components:

<u>Section</u>	<u>Topic</u>
1	RFP Cover Page
2	Cover Letter
3	Company and Staff Qualifications
4	Related Experience
5	Approach and Innovation
6	Quality and Schedule Control
7	Pricing
8	Administrative Information

In order to insure a uniform review process and to obtain the maximum degree of comparability, it is recommended that proposals be organized in the manner specified as follows:

Section 1: RFP Cover Page (Complete and Submit) (Attachment B)

Section 2: Cover Letter

Respondent shall provide a cover letter, not exceeding two pages, which is signed by an officer of the firm who is responsible for committing the firm's resources.

The cover letter should provide the following:

- Respondent's name, primary contact name, business address, phone number, fax number and e-mail address;
- Name and title of the individual with responsibility for the response and to whom matters regarding this RFP should be directed;
- A brief statement of the respondent's understanding of the services required and qualifications to provide FEDERAL LOBBYING SERVICES;
- A brief company background statement to include, but not limited to, years in business, corporate structure, professional affiliations, and capability of meeting deadlines;
- A brief description of the policies, procedures, and practices respondents have in place to provide for the physical and electronic security of our data centers and other sites where government information will be hosted, accessed, or maintained;
- Such other information as the respondent deems appropriate;

Section 3: Company and Staff Qualifications

In this section, respondent shall demonstrate the qualifications of company, staff, and any proposed sub-contractor or sub-consultant who may perform any aspect of the scope of services provided herein. In addition, respondent shall provide a brief summary of the overall capabilities and experience of staff and any proposed sub-contractors or sub-consultants relative to the Management of Federal Lobbying Services as outlined in the scope of work. Firms will be required to provide the following information regarding their related experience:

- Provide key personnel that may perform work under the award of this contract
- Provide an Organization Chart
- Include a one (1) page resume for each key personnel
- Identify the primary contact for this contract

- Be sure to state the specific qualifications and experience levels of the personnel that would be assigned to this project.
- List of Proposed Sub-Consultants (Attachment I)
- Proper and valid licensing to conduct business in the State of Florida
- Current Applicable Department of Professional Regulation License(s)
- Current Applicable Certification(s)
- Partners: List all partners who will support you. Describe the specific role of each partner.
- Staff Qualifications and Project Team. Introduce the designated project manager and the project team for the Federal Lobbying Program. Be sure to state the specific qualifications and experience levels of the personnel that would be assigned to this project.

Section 4: Related Experience

In this section, respondent shall provide evidence of experience related to the Scope of Requested Services with local governments and an understanding of the special needs of St. Johns County. Respondents will need to describe at least two prior engagements in which respondent and/or respondent's sub-contractors/sub-consultants assisted a governmental entity in dealings and implementation of a Federal Lobbying program in a local Florida government agency with required compliance to Chapter 119 of the Florida Statutes (Public Records Law). Firms will be required to provide the following information regarding their related experience:

- **Successful Engagements Must Include:** Provide brief descriptions of engagements that you and your clients believe to have had successful outcomes. Describe the outcome(s) both qualitatively and quantitatively (these clients may be called upon as a reference). (Attachment O)
- **The information required shall include:** reference company name, date(s) of service, project information including name of the project, and a contact person name, title, phone number and email address. (Attachment P)

Section 5: Approach and Innovation

In this section, respondent shall provide the firm's technical approach to perform the scope of services requested to include procedures, methodologies, resources, systems, etc. The proposal will be evaluated on the consultant's approach, capabilities, and methods in performing the project services. Each proposal must include a detailed work plan that addresses approach and method of how work on the project will be performed. The objective of the work plan is to demonstrate the firm's ability to logically plan and complete projects, and the firm's ability to successfully deliver any periodic progress reports, final reports, and presentations to the County. Firms will be required to provide the following information regarding their proposed approach:

- A brief outline of their project approach with identification of each main step of the process.
- An estimate of the level of support that will be required from St. Johns County locations, including titles/functions of necessary contributors, details of essential tasks to be performed and approximate time necessary to allocate for support of the project.
- Approach to be taken with working with the St. Johns County.
- Examples of reports that would typically be made available to St. Johns County (i.e., progress reports, tracking tools, software applications, savings reports, etc.) by the bidder as well as frequency of follow up reporting. Describe how you would go about the process of Federal Lobbying and what efforts (in terms of physical or human resources) would be required on the part of St. Johns County personnel. Include a brief schedule of timelines estimated for the completion steps of the lobbying process, including any training. It is understood that estimating completion time can be difficult; please estimate based upon your past experiences.
- **Competitive Advantage:** A summary of key elements that differentiate your proposed approach, company, customers, etc., from your competition.
- **Solution Advantages:** Describe all areas where you believe that your approach is superior to the competition.
- **County Advantages:** Describe the major benefits that St. Johns County would receive by choosing your firm vs. your competitors.

Section 6: Quality and Schedule Control

In this section, the respondent shall provide a written narrative of the firm's project management methods to establish, monitor, and track quality control methods; including coordination of sub-consultants and the ability to meet schedules in a timely manner.

Section 7: Pricing

In this section, respondent shall provide proposed pricing on Attachment A, provided herein, for the monthly retainer fees for federal lobbying needed to complete the scope of service, in accordance with the requirements previously provided herein.

St. Johns County requests a cost proposal, all-inclusive of any expenses incurred and associated with lobbying efforts, including but not limited to general operating expenses, overhead, and profit; for a contractor to provide the services requested in this Request for Proposal. Payment for reimbursable travel expenses will be in accordance with County Policy and Procedures and Florida State Statutes Section 112.061 "Per diem and travel expenses of public officers, employees, and authorized persons".

Price is included as one of the evaluation criteria; the lowest monthly retainer fee proposal will receive the maximum weighted score for the price criteria. The other proposals will receive a percentage of the weighted score based on the percentage differential between the lowest hourly rate proposal and the other proposals in accordance with the following example:

Vendor	Proposed Hourly Rate	Percentage	By	Weight	Equals	Weighted Score***
A	\$90.00	100	X	10	=	10
B	\$100.00	90.0*	X	10	=	9
C	\$130.00	69.0**	X	10	=	6.9

* Vendor B's percentage is $\$90.00 \div \$100.00 = 90.0\%$

** Vendor C's percentage is $\$90.00 \div \$130.00 = 69.0\%$

The price evaluation and calculation may be revised to conform to the needs for each individual RFP selection. *This will be graded on a 0 – 20 scale.*

Section 9: Administrative Information

Please include the following:

- Proof of Liability Insurance and its limits (Attachment C)
- Drug Free Work Place Form (Complete and Submit) (Attachment D)
- RFP Affidavit (Complete and submit) (Attachment E)
- RFP Affidavit of Solvency (Complete and Submit) (Attachment F)
- Conflict of Interest Disclosure Form (Attachment G)
- Acknowledged Addenda
- Claims/Liens/Litigation History (Attachment H)
- Equal Opportunity Report Statement (Attachment J)
- Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion – Primary Covered Transactions (Attachment K)
- Certification Regarding Lobbying (Attachment L)
- Certification of Non-segregated Facilities (Attachment M)
- Non-Collusion Certification (Attachment N)

H. DETERMINATION OF RESPONSIVENESS

The County shall make a determination for each respondent, as to the responsiveness of the submitted RFP Package to the requirements provided herein. Any respondent who is not responsive to the requirements of this RFP may be determined non-responsive, and may be removed from consideration by the Evaluation Committee. Only those respondents who are fully responsive to the requirements herein will be evaluated for consideration of award.

The County reserves the right to waive any minor formality or irregularity in any submitted RFP Package. However,

any missing information or document(s) that are material to the purpose of the RFP shall not be waived as a minor formality.

PART VI: EVALUATION AND AWARD

A. EVALUATION OF RESPONSES

All properly submitted Proposal Packages that are determined to be responsive to the requirements of this RFP, shall be evaluated by an Evaluation Committee of no less than three (3) representatives. Each Evaluation Committee Team Member will receive a set of all of the submitted Request for Proposals Packages submitted, and an electronic copy of the RFP document with all issued Addenda, an Evaluator’s Score Sheet and an Evaluator’s Narrative Sheet. Evaluators shall review and score the submitted, responsive, Request for Proposals Packages individually, with no interaction or communication with any other individual. Evaluators’ scores shall be announced at the public Evaluation Meeting.

County Staff may consider any evidence available regarding financial, technical, other qualifications and abilities of a respondent, including past performance (experience) with the County prior to recommending approval of award to the St. Johns County Board of County Commissioners.

The St. Johns County Board of County Commissioners reserves the right to reject any or all proposals, waive minor formalities or award to/negotiate with the firm whose proposal best serves the interest of the County.

B. EVALUATION CRITERIA

It is the intention of St. Johns County to evaluate, and rank the respondents that submit RFP Packages from highest to lowest utilizing the evaluation criteria listed below.

Evaluation of the responses to this RFP will comply with the specific criteria as follows:

<u>Evaluation Criteria:</u>	<u>Maximum Points per Evaluator:</u>
1. Company and Staff Qualifications	20
2. Related Experience	20
3. Approach and Innovation	20
4. Quality and Schedule Control	15
5. Quality of Submittal	15
6. Pricing	10
Total Maximum Points Possible:	100

C. RECOMMENDATION FOR AWARD

Recommendation shall be made to the Board of County Commissioners by County Staff to enter into negotiations with the highest ranked firm with the intention of coming to agreement over terms, conditions, and pricing in order to award a Contract for the services described herein. St. Johns County reserves the right to accept or reject any or all bids/proposals, waive minor formalities, and to award the bid/proposal that best serves the interests of St. Johns County.

D. PROTEST PROCEDURES

Any respondent adversely affected by an intended decision, or by any term, condition, or procedure or specification with respect to this Request for Proposals, shall file, with the SJC Purchasing Department a written Notice of Protest, no later than seventy two (72) hours (excluding Saturdays, Sundays, and legal holidays for employees of St. Johns County) after the posting, either electronically, or by other means, of the notice of intended action, notice of intended award, bid tabulation, publication by posting electronically or by other means of a procedure, specification, term or condition which the person intends to protest, or the right to protest such matter shall be waived. The full protest procedures may be obtained from the SJC Purchasing Department, and are included in St. Johns County’s Purchasing Manual. All terms and conditions of the County’s Purchasing Manual are incorporated into this Request for Proposals by reference, and are fully binding.

EVALUATORS'S SCORE SHEET SAMPLE-PROPOSALS

**ST. JOHNS COUNTY FLORIDA
BOARD OF COUNTY COMMISSIONERS**

**DATE: _____
PROJECT: RFP 19-35; FEDERAL LOBBYING SERVICES**

CRITERIA RANKING:

	A. Company & Staff Qualifications 0-20	B. Related Experience 0-20	C. Approach & Innovation 0-20	D. Quality & Schedule Control 0-15	E. Quality of Submittal 0-15	G. Pricing 0-10	Total Score 0-100
Respondents							

SIGNATURE OF RATER: _____ PRINT NAME: _____ DATE: _____

FEDERAL LOBBYING SERVICES
MONTHLY RETAINER FEE PROPOSAL FORM
ATTACHMENT A

Each Respondent shall submit a monthly retainer fee for all necessary components to fulfill the requirements and project goals of this RFP as proposed in Part III Scope of Services for Federal Lobbying Services.

TASK #	DELIVERABLE	Monthly Rate
1	Retainer Fee	\$

During the preparation of the RFP, the following addenda, if any, were received:

No.: _____ Date Received: _____

No.: _____ Date Received: _____

No.: _____ Date Received: _____

PART VII: FORMS & ATTACHMENTS

ATTACHMENT B

**REQUEST FOR PROPOSALS (RFP) NO: 19-35
FEDERAL LOBBYING SERVICES**

COVER PAGE

**SUBMIT ONE (1) ORIGINAL HARD-COPY AND ONE (1) EXACT
ELECTRONIC PDF COPY ON A USB DRIVE IN A SEALED
ENVELOPE OR CONTAINER TO:**

**PURCHASING DEPARTMENT
ST. JOHNS COUNTY
500 SAN SEBASTIAN VIEW
ST. AUGUSTINE FLORIDA 32084
ATTN: ERIN EDWARDS, MAOL, CPP, PROCUREMENT COORDINATOR**

COMPANY NAME: _____

CONTACT NAME & TITLE: _____

CONTACT PHONE NUMBER: _____

CONTACT EMAIL ADDRESS: _____

DATE: _____

ATTACHMENT C

**REQUEST FOR PROPOSALS (RFP) NO: 19-35
FEDERAL LOBBYING SERVICES**

Respondents shall provide certificates of insurance as part of their submittal package. Certificates of insurance shall meet or exceed the requirements as described in Part IV: Contract Requirements: F. Insurance Requirements (Page 12).

CERTIFICATES OF INSURANCE
(Attach or insert copy here)

ATTACHMENT D

**REQUEST FOR PROPOSALS (RFP) NO: 19-35
FEDERAL LOBBYING SERVICES**

**St. Johns County Board of County Commissioners
Drug-Free Workplace Form**

The undersigned firm, in accordance with Florida Statute 287.087 hereby certifies that

_____ does:

Name of Firm

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the danger of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the contractual services that are described in St. Johns County's request for Proposals to provide bond underwriter services a copy of the statement specified in paragraph 1.
4. In the statement specified in paragraph 1, notify the employees that, as a condition of working on the contractual services described in paragraph 3, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Florida Statute 893, as amended, or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction or plea.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Consistent with applicable provisions with State or Federal law, rule, or regulation, make a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1 through 5.

As the person authorized to sign this statement, I certify that this firm complies fully with the above requirements.

Signature

Date

ATTACHMENT E

REQUEST FOR PROPOSALS (RFP) NO: 19-35
FEDERAL LOBBYING SERVICES

AFFIDAVIT

TO: ST. JOHNS COUNTY BOARD OF COUNTY COMMISSIONERS
ST. AUGUSTINE, FLORIDA

At the time the Proposal is submitted, the Respondent shall attach to his RFP a sworn statement. The sworn statement shall be an affidavit in the following form, executed by an officer of the firm, association or corporation submitting the Request for Proposals and shall be sworn to before a person who is authorized by law to administer oaths.

STATE OF _____ COUNTY OF _____. Before me, the undersigned authority, personally appeared _____ who, being duly sworn, deposes and says he is (Title) of _____ (Firm) the respondent submitting the attached Request for Proposals for the services covered by the RFP documents for **RFP No: 19-35; FEDERAL LOBBYING SERVICES.**

The affiant further states that no more than one Request for Proposals for the above referenced project will be submitted from the individual, his firm or corporation under the same or different name and that such respondent has no financial interest in the firm of another respondent for the same work, that neither he, his firm, association nor corporation has either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this firm's RFP on the above described project. Furthermore, neither the firm nor any of its officers are debarred from participating in public contract lettings in any other state.

(Proposer)

By _____

(Title)

STATE OF _____)
COUNTY OF _____)

Subscribed and sworn to before me this _____ day of _____, 20____, by _____ who personally appeared before me at the time of notarization, and who is personally known to me or who has produced _____ as identification.

Notary Public

My commission expires:

VENDORS ON ALL COUNTY PROJECTS MUST EXECUTE
AND ATTACH THIS AFFIDAVIT TO EACH REQUEST FOR PROPOSALS.

ATTACHMENT F

REQUEST FOR PROPOSALS (RFP) NO: 19-35
FEDERAL LOBBYING SERVICES

AFFIDAVIT OF SOLVENCY

PERTAINING TO THE SOLVENCY OF {insert entity name}, being of lawful
age and being duly sworn I, {insert affiant name}, as {insert position or title}

(*ex. CEO, officer, president, duly authorized representative, etc.*) hereby certify under penalty of perjury that:

1. I have reviewed and am familiar with the financial status of above stated entity.
2. The above stated entity possesses adequate capital in relation to its business operations or any contemplated or undertaken transaction to timely pay its debts and liabilities (including, but not limited to, unliquidated liabilities, un-matured liabilities and contingent liabilities) as they become absolute and due.
3. The above stated entity has not, nor intends to, incur any debts and/or liabilities beyond its ability to timely pay such debts and/or liabilities as they become due.
4. I fully understand failure to make truthful disclosure of any fact or item of information contained herein may result in denial of the application, revocation of the Certificate of Public Necessity if granted and/or other action authorized by law.

The undersigned has executed this Affidavit of Solvency, in his/her capacity as a duly authorized representative of the above stated entity, and not individually, as of this ___ day of _____, 20__.

Signature of Affiant

STATE OF _____)

COUNTY OF _____)

Subscribed and sworn to before me this ___ day of _____, 20__, by _____
who personally appeared before me at the time of notarization, and who is personally known to me or who has produced
_____ as identification.

Notary Public

My commission expires:

ATTACHMENT G

**REQUEST FOR PROPOSALS (RFP) NO: 19-35
FEDERAL LOBBYING SERVICES**

**St. Johns County Board of County Commissioners
Conflict of Interest Disclosure Form**

Project (RFP) Number/Description: **19-35, FEDERAL LOBBYING SERVICES**

The term "conflict of interest" refers to situations in which financial or other considerations may adversely affect, or have the appearance of adversely affecting a consultant's/contractor's professional judgment in completing work for the benefit of St. Johns County ("County"). The bias such conflicts could conceivably impart may inappropriately affect the goals, processes, methods of analysis or outcomes desired by the County.

Consultants/Contractors are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the benefit of the County. Consultants/Contractors, therefore must there avoid situations in which financial or other considerations may adversely affect, or have the appearance of adversely affecting the consultants/contractors professional judgement when completing work for the benefit of the County.

The mere appearance of a conflict may be as serious and potentially damaging as an actual distortion of goals, processes, and methods of analysis or outcomes. Reports of conflicts based upon appearances can undermine public trust in ways that may not be adequately restored even when the mitigating facts of a situation are brought to light. Apparent conflicts, therefore, should be disclosed and evaluated with the same vigor as actual conflicts.

It is expressly understood that failure to disclose conflicts of interest as described herein may result in immediate disqualification from evaluation or immediate termination from work for the County.

Please check the appropriate statement:

- I hereby attest that the undersigned Respondent has no actual or potential conflict of interest due to any other clients, contracts, or property interests for completing work on the above referenced project.
- The undersigned Respondent, by attachment to this form, submits information which may be a potential conflict of interest due to other clients, contracts or property interests for completing work on the above referenced project.

Legal Name of Respondent: _____

Authorized Representative(s) : _____

Signature	_____	Print Name/Title	_____
Signature	_____	Print Name/Title	_____

ATTACHMENT H

REQUEST FOR PROPOSALS (RFP) NO: 19-35
FEDERAL LOBBYING SERVICES
CLAIMS/LIENS/LITIGATION HISTORY

1. Within the past 7 years, has your organization filed suit or a formal claim against an owner or entity, or been sued by or had a formal claim filed by an owner, sub Consultant or supplier resulting from a contract dispute? Yes _____ No _____ If yes, please attach additional sheet(s) to include:

Description of every action Captions of the Litigation or Arbitration

Amount at issue: _____ Name (s) of the attorneys representing all parties:

Amount actually recovered, if any: _____

Name(s) of the project owner(s)/manager(s) to include address and phone number:

2. List all pending litigation and or arbitration.
3. List and explain all litigation and arbitration within the past seven (7) years - pending, resolved, dismissed, etc.
4. Within the past 7 years, please list all Liens, including Federal, State and Local, which have been filed against your Company. List in detail the type of Lien, date, amount and current status of each Lien.

5. Have you ever abandoned a contract, been terminated for cause?

Yes _____ No _____ if yes, please explain in detail:

6. For all claims filed against your company within the past five-(5) years, have all been resolved satisfactorily with final judgment in favor of your company within 90 days of the date the judgment became final? Yes _____ No _____ if no, please explain why? _____

7. List the status of all pending claims currently filed against your company:

Financial Consequences

1. Has an owner or entity ever withheld payment, assessed fees or penalties, or made a claim against any Performance and Payment Bonds? Yes _____ No _____ If yes, please explain in detail: _____

(Use additional or supplemental pages as needed)

ATTACHMENT I

**REQUEST FOR PROPOSALS (RFP) NO: 19-35
FEDERAL LOBBYING SERVICES**

LIST OF PROPOSED SUB-CONSULTANTS (if applicable)

Any and all sub-consultants are subject to approval by the County. Each Respondent shall submit any sub-consultants proposed to perform any portion of the required services as provided herein. Each Respondent shall submit any proposed sub-consultants qualifications, licensing, and certifications (including MBE/WBE/DBE).

Company Name	Division/Discipline	Primary Contact Name	Contact Number and Email Address

ATTACHMENT J

REQUEST FOR PROPOSALS (RFP) NO 19-35 FEDERAL LOBBYING SERVICES

EQUAL OPPORTUNITY REPORT STATEMENT

The Respondent (Proposer) shall complete the following statement by signing this form where indicated. Failure to complete this form may be grounds for rejection of bid:

The awarded Consultant shall comply with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and the Florida Civil Rights Act of 1992, as amended) prohibiting employment discrimination and shall comply with the regulations and guidelines promulgated pursuant to this Act by the Secretary of the Interior and the Heritage Conservation and Recreation Service.

During the performance of this contract, the awarded Consultant, for itself, its assignees and successors in interest (hereinafter referred to as the "Consultant") agrees as follows:

- (1) The Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Consultant will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
- (2) The Consultant will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.
- (3) The Consultant will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (4) The Consultant will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (5) The Consultant will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (6) In the event of the Consultant's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Consultant may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions as may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- (7) The Consultant will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each sub-Consultant or vendor. The Consultant will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, that in the event a Consultant becomes

involved in, or is threatened with, litigation with a sub-Consultant or vendor as a result of such direction by the administering agency the Consultant may request the United States to enter into such litigation to protect the interests of the United States.

Handwritten Signature of Authorized Principal(s):

NAME (print): _____

SIGNATURE: _____

TITLE: _____

NAME OF FIRM: _____

DATE: _____

ATTACHMENT K

**REQUEST FOR PROPOSALS (RFP) NO 19-35
FEDERAL LOBBYING SERVICES**

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Primary Covered Transactions

The Respondent certifies that, the firm or any person associated therewith in the capacity of owner, partner, director, officer, principal, investigator, project director, manager, auditor, and/or position involving the administration of federal funds:

1. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions, as defined in 49 CFR s29.110(a), by any federal department or agency;
2. have not within a three-year period preceding this certification been convicted of or had a civil judgment rendered against it for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state, or local government transaction or public contract; violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property
3. are not presently indicted for or otherwise criminally or civilly charged by a federal, state, or local governmental entity with commission of any of the offenses enumerated in paragraph (b) of this certification; and
4. have not within a three-year period preceding this certification had one or more federal, state, or local government public transactions terminated for cause or default.

The Respondent certifies that it shall perform a debarment verification on any subcontractor, sub-consultant, material supplier or vendor, that it proposes to contract with to perform any work under this RFP, and shall not enter into any transaction with any sub-Contractor, material supplier, or vendor who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this project by any federal agency unless authorized by St. Johns County.

Handwritten Signature of Authorized Principal(s):

NAME (print): _____

SIGNATURE: _____

TITLE: _____

NAME OF FIRM: _____

DATE: _____

ATTACHMENT L

**REQUEST FOR PROPOSALS (RFP) NO 19-35
FEDERAL LOBBYING SERVICES**

**BYRD ANTI-LOBBYING COMPLIANCE AND
CERTIFICATION REGARDING LOBBYING**

Certification for Contracts, Grants, Loans, and Cooperative Agreements (To be submitted with each bid or offer exceeding \$100,000). The undersigned [Consultant] certifies, to the best of his or her knowledge, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or Current as of 9-26-16 11 cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Consultant, _____, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Consultant understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.

Handwritten Signature of Authorized Principal(s):

NAME (print): _____

SIGNATURE: _____

TITLE: _____

NAME OF FIRM: _____

DATE: _____

ATTACHMENT M

**REQUEST FOR PROPOSALS (RFP) NO 19-35
FEDERAL LOBBYING SERVICES**

**St. Johns County
Certification of Non-segregated Facilities**

The federally assisted construction Consultant certifies that he does not maintain or provide for his employees, any segregated facilities at any of his establishments and that he does not permit his employees to perform their services at any location under his control, where segregated facilities are maintained. The federally assisted construction Consultant certifies that he will not maintain or provide for his employees segregated facilities at any of his establishments and that he will not permit his employees to perform their services at any location under his control, where segregated facilities are maintained. The federally assisted construction Consultant agrees that a breach of this certification is a violation of the equal opportunity clause in this contract. As used in this certification, the term "segregated facilities" means any waiting room, work areas, rest rooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directives or are in fact segregated on the basis of race, color, religion, or national origin because of habit, local custom, or any other reason. The federally assisted construction Consultant agrees that (except where he has obtained identical certifications from proposed sub-Contractors for specific time periods) he will obtain identical certifications from proposed sub-Contractors prior to the award of subcontracts exceeding ten thousand (\$10,000.00) dollars US which are not exempt from the provisions of the equal opportunity clause and that he will retain such certifications in his files.

Signature of Contractor

Title

Date

ATTACHMENT N

**REQUEST FOR PROPOSALS (RFP) NO 19-35
FEDERAL LOBBYING SERVICES**

NON-COLLUSION CERTIFICATION

St. Johns County requires, as a matter of policy, that any Firm receiving a contract or award resulting from the Request for Proposals issued by St. Johns County shall make certification as below. Receipt of such certification, under oath, shall be a prerequisite to the award of contract and payment thereof.

I (we) hereby certify that if the contract is awarded to me, our firm, partnership or corporation, that no members of the elected governing body of St. Johns County nor any professional management, administrative official or employee of the County, nor members of his or her immediate family including spouse, parents or children, nor any person representing or purporting to represent any member or members of the elected governing body or other official, has solicited, has received or has been promised, directly or indirectly, any financial benefit including but not limited to a fee, commission, finder's fee, political contribution, goods or services in return for favorable review of any Proposal submitted in response to the Request for Proposals or in return for execution of a contract for performance or provision of services for which Proposals are herein sought.

Handwritten Signature of Authorized Principal(s):

NAME (print): _____

SIGNATURE: _____

TITLE: _____

DATE: _____

NAME OF FIRM/PARTNERSHIP/CORPORATION:

ATTACHMENT O

**REQUEST FOR PROPOSALS (RFP) NO 19-35
FEDERAL LOBBYING SERVICES**

PREVIOUS EXPERIENCE

Attach or insert copy here of a written narrative by describing at least two prior engagements in which respondent and/or respondent's sub-contractors/sub-consultants assisted a governmental entity in dealings and implementation of a Federal Lobbying program in a local Florida government agency with required compliance to Chapter 119 of the Florida Statutes (Public Records Law).

ATTACHMENT P

REQUEST FOR PROPOSALS (RFP) NO 19-35
FEDERAL LOBBYING SERVICES

PROJECT REFERENCES

Each Respondent must submit a list of minimum of two (2) project references from individuals, firms or agencies that have contracted with the respondent as the lead firm in assisting a governmental entity in dealings and implementation of a Federal Lobbying program in a local Florida government agency with required compliance to Chapter 119 of the Florida Statutes (Public Records Law).

The information required shall include: reference company name, date(s) of service, project information including name of project, and a contact person name, title, phone number and email address.

1. Reference Company Name: _____
Date(s) of Service: _____
Project Information: _____

Primary Reference Contact Name and Title: _____
Contact Phone Number: _____
Contact Email Address: _____

2. Reference Company Name: _____
Date(s) of Service: _____
Project Information: _____

Primary Reference Contact Name and Title: _____
Contact Phone Number: _____
Contact Email Address: _____

3. Reference Company Name: _____
Date(s) of Service: _____
Project Information: _____

Primary Reference Contact Name and Title: _____
Contact Phone Number: _____
Contact Email Address: _____

4. Reference Company Name: _____

Date(s) of Service: _____

Project Information: _____

Primary Reference Contact Name and Title: _____

Contact Phone Number: _____

Contact Email Address: _____

5. Reference Company Name: _____

Date(s) of Service: _____

Project Information: _____

Primary Reference Contact Name and Title: _____

Contact Phone Number: _____

Contact Email Address: _____

REQUEST FOR PROPOSALS PACKAGE CHECKLIST

**REQUEST FOR PROPOSALS (RFP) NO 19-35
FEDERAL LOBBYING SERVICES**


SECTION	ATTACHMENT NAME	CHECK BOX	ST. JOHNS COUNTY USE
Section 1	RFP Cover Page (Attachment B)		
Section 2	Cover Letter		
Section 3	Company and Staff Qualifications		
	List of Proposed Sub-Consultants (if applicable) (Attachment I)		
	Proper and Valid Licensing for conducting business in State of FL		
	Current Applicable Department of Regulation License(s)		
	Current Applicable Certification(s)		
Section 4	Related Experience		
	Related Experience Narrative (Attachment O)		
	Project References (Attachment P)		
Section 5	Approach and Innovation		
Section 6	Quality and Schedule Control		
Section 7	Pricing –Hourly Rate (Attachment A)		
Section 8	Administrative Information (include the following):		
	Proof of Liability Insurance and Limits (Attachment C)		
	Drug Free Work Place Form (Attachment D)		
	RFP Affidavit (Attachment E)		
	RFP Affidavit of Solvency (Attachment F)		
	Conflict of Interest Disclosure Form (Attachment G)		
	Acknowledged Addenda		
	Claims/Liens/Litigation History (Attachment H)		
	Equal Opportunity Report Statement (Attachment J)		
	Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion – Primary Covered Transactions (Attachment K)		
	Certification Regarding Lobbying (Attachment L)		
	Certification of Non-segregated Facilities (Attachment M)		
	Non-Collusion Certification (Attachment N)		

PART IX: SEALED RFP MAILING LABEL

**REQUEST FOR PROPOSALS (RFP) NO: 19-35
FEDERAL LOBBYING SERVICES**

**Cut along the outer border and affix this label
to your sealed bid envelope to identify it as a
"Sealed RFP"**

SEALED RFP • DO NOT OPEN	
SEALED RFP NO.:	RFP 19-35;
RFP TITLE:	FEDERAL LOBBYING SERVICES
DUE DATE/TIME:	By 4:00PM – June 6, 2019
SUBMITTED BY:	Company Name
	Company Address
	Company Address
DELIVER TO:	St. Johns County Purchasing Dept. Attn: Erin Edwards Procurement Coordinator 500 San Sebastian View St St. Augustine FL 32084



END OF DOCUMENT



St. Johns County Board of County Commissioners

Purchasing Division

May 21, 2019

ADDENDUM #1

To: Prospective Respondents
From: St. Johns County Purchasing Department
Subject: RFP No: 19-35; FEDERAL LOBBYING SERVICES

This Addendum #1 is issued to further respondents' information and is hereby incorporated into the RFP documents. Each respondent will ascertain before submitting a proposal that he/she has received all Addenda.

Respondents must return this signed Addendum with their submitted proposal to the St. Johns County Purchasing Department, Erin Edwards, MAOL, CPP, Procurement Coordinator; 500 San Sebastian View; St. Augustine, FL 32084 by the submittal deadline.

Questions/Answers:

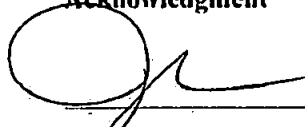
1. I was also wondering who the county currently retains for federal lobbying and at what rate?

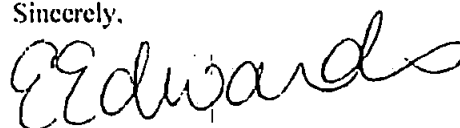
Answer: The County currently retains The Gaboton Group, LLC for federal lobbying at a monthly retainer fee of \$3,500.00.

RFP Due Date Remains: Thursday, June 6, 2019 at 4:00 P.M.

Acknowledgment

Sincerely,

 6-7-19



Signature and Date

Erin Edwards, MAOL, CPP

Joshua Gaboton - President

Procurement Coordinator

Printed Name/Title

The Gaboton Group, LLC
Company Name (Print)

END OF ADDENDUM NO. 1