



MEMORANDUM

TO: Interested Government Relations Firms

SUBJECT: Request for Proposals to Provide Legislative Representative Services

FROM: John Winkler, General Manager

DATE: July 12, 2019

The Papio-Missouri River Natural Resources District is requesting proposals from government relations firms for legislative representative services to furnish intergovernmental representation and professional lobbying services with respect to legislative matters of interest or concern to the District in or before the Nebraska Unicameral. The term of the contract will be from September 30, 2019 to June 30, 2022.

Summary of Activities:

- * Advise the General Manager of the District of legislative and other intergovernmental matters affecting the District.
- * Present the District's position on such matters to cities, counties and other governmental subdivisions, to the Legislature and committees and members thereof, and to the executive branch of State Government.
- * Attend such meetings and present verbal and written reports as may be requested by the General Manager
- * Coordinate the District's legislative and intergovernmental projects with the programs of the Nebraska Association of Resources Districts and of the cities, counties and other governmental subdivisions of the State.
- * Provide advice and counsel to the District as necessary to promote and advance the District's intergovernmental and legislative programs and interests.

If interested, the following information should be submitted with your proposal in the form of your choosing:

1. Firm name, address and telephone number.
2. Names of principals of the firm.
3. Names of personnel you would expect to utilize, with experience of each and length of time in the organization.
4. Specific contact person.
5. List of clients and references.
6. General overall approach.
7. Proposed monthly contract cost.

An Ad Hoc Subcommittee of the Papio-Missouri River NRD's Board of Directors will be responsible for reviewing and evaluating the responses on the said requested services. The following Directors have been appointed to the Ad Hoc Subcommittee:

Legislative Representative Ad Hoc Consultant Selection Subcommittee:

Fred Conley – Chairperson

Larry Bradley

Kevyn Sopinski

Rich Tesar

Jim Thompson

Final selection of the firm to perform such services will be determined by the following timetable:

<u>Date</u>	<u>Description</u>
July 12, 2019	Mail out RFP to legislative representatives' service firms. Ad for RFPs to run in the Omaha World Herald and Lincoln Journal Star. RFP will be posted to the District's web site at www.papionrd.org
July 26, 2019	Final date for receipt of proposals.
August 6, 2019	Ad-Hoc Subcommittee meeting on the initial screening of proposals received. Three firms selected for interview.
August 9, 2019	Send letter to selected firms notifying them of the interview time and date.
August 14, 2019	Ad Hoc Subcommittee Meeting to interview selected firms. Subcommittee will rank each firm by preference.
September 10, 2019	Ad Hoc Subcommittee to select firm of first choice and recommend to Board of Directors for approval.
September 12, 2019	Board of Directors adopts Subcommittee recommendation on entering into contract with selected firm.

Interested firms should submit 12 copies of its proposal to the District's main office, 8901 S. 154th St., Omaha, NE 68138, no later than 4:00 p.m. on Friday July 26, 2019, if they are to be considered.

Inquiries regarding this matter may be addressed to John Winkler at 402-616-2457 or jwinkler@papionrd.org