

Council

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***STATE, LOCAL AND FEDERAL LOBBYING SERVICES FOR THE VILLAGE OF WELLINGTON -
REQUEST FOR LETTERS OF INTEREST***

The **Village of Wellington** is seeking letters of interest from firms, businesses, individuals and/or combination thereof interested in providing State, local and Federal lobbying services to the Village of Wellington.

Services include but are not limited to strategy design and implementation, providing assistance in researching, identifying, processing and monitoring competitive and priority grant programs, assistance with obtaining appropriations for Village projects and/or programs to be determined as part of an annual legislative strategy, representing the Village's objectives and review of all pertinent pending legislation and regulations including all committee meetings, hearings and conferences.

The firm/individual's experience should demonstrate:

- (1) knowledge about the legislative process at the State, local and Federal level
- (2) previous public relations/lobbying experience and a network of contacts with policymakers
- (3) strong communication skills to reinforce the clients' position on the issues at hand
- (4) the ability respond to regulatory inquiries and testifying at public hearings
- (5) good judgment and the ability to take initiative
- (6) the ability to manage high levels of stress and meet critical deadlines

To be considered, interested parties must submit a letter of interest, an outline of qualifications and experience, a list of clients during the past five years/list of professional references. Firms should also include a proposed rate structure. All submissions must include an indication that the person(s) performing the services are properly registered. This information will be reviewed and used by the Village of Wellington Council for the purpose of selecting a firm or individual.

Send letters of interest, along with associated documentation to Ed De La Vega in the Purchasing department at edelavega@wellingtonfl.gov. Letters of interest and all associated documentation must be received by the close of business on March 6, 2013. For more information, visit the Village of Wellington's website at www.wellingtonfl.gov or call (561) 791-4055.

Letters will be reviewed by Village of Wellington Council; one or more respondents may be selected to be interviewed. The successful candidate(s)/firm(s) will be asked to sign an agreement for services. The Village of Wellington reserves the right to reject any and all letters of interest and pursue alternative methods for the appointment of Lobbyist(s).