



Tom Pagel, City Administrator
City of Grand Rapids

November 6, 2025

This letter serves as an agreement for government relations services on behalf of the City of Grand Rapids (“the City”) to be performed by Momentum Advocacy, LLP (“Momentum”) from December 1, 2025 until November 30, 2026.

SERVICES TO BE PROVIDED

Will Waggoner and Mike Franklin will undertake primary responsibility for the City’s representation. As such, they will be your day-to-day contact persons. However, in the event additional team members become necessary, Momentum will draw upon its many collaborative legislative and community relationships to assure that there are no gaps in coverage so as to maximize the City’s prospects for success.

Scope of Services

1. Strategic Partnership Collaboration & Advice

The diverse and unique experience of the Momentum team will provide the City with carefully planned strategies and tactics for its pursuit and advancement of its legislative agenda in 2026.

2. Finalize 2026 Legislative Agenda and Advocacy Plan

Momentum will work with the City to develop and finalize a legislative engagement plan for the 2026 session, and beyond. Momentum will utilize its extensive legislative experience to position the City’s legislative priorities for success.

3. Draft Legislation

Momentum Advocacy will assist the City with drafting legislation or amendments, as well as secure chief authors and co-authors for bill introduction, as needed.

4. Organize Legislative Meetings

Momentum will set up and attend all meetings with legislators, legislative staff, and the Governor’s office, as directed by the City. Momentum will work with the City on identifying the most strategic members to attend legislative meetings, and provide a briefing beforehand.

5. Committee Hearings



Momentum will work closely with our bill authors to influence the committee to which a bill is referred. Momentum will then work to obtain hearings, contact essential committee members, and prepare the authors for hearings and floor presentations.

6. Testimony Preparation

Momentum will strategize with the City on opportunities to offer public comments and testimony throughout the legislative process. Momentum will help identify and cultivate effective storytellers as well as draft and prepare testimony and testifiers.

7. Monitor Relevant Press Events, Hearings, Floor Sessions, and Bill Introductions

Momentum will track and monitor all bills of interest, attend press conferences, committee hearings, and floor sessions and will provide detailed notes and reports to the City.

8. Communication & Weekly meetings

Momentum will coordinate and lead weekly meetings with the City. Momentum can also provide legislative reports, a legislative preview, and legislative session wrap up. Momentum can provide more frequent reports via phone, Zoom, or email as needed.

Proposed Timeline of Activities

- *December 1 through February 16-* Continue meetings with stakeholders, explore other grant opportunities that could fit Old Central School.
- *First week of December-* Minnesota Management and Budget releases November Budget Forecast, including the State's debt capacity, which will frame budget and capital investment expectations for the 2025 Session.
- *Early February, 2026:* Momentum will host four events with each Caucus exclusively for clients. Each Caucus will have their leader and several chairs in attendance.
- *End of February, 2026:* Minnesota Management and Budget releases February Budget Forecast, shaping the legislature's work on crafting the state budget for the rest of session.
- *February 17 to May 19, 2026 -* Monitor relevant legislation, legislator meetings, and continue stakeholder engagement.

Existing City Clients

- City of Minneapolis
- City of St. Louis Park
- City of Wyoming



- City of Jordan
- City of Brooklyn Park

Proposed Fees

A monthly retainer of \$2,200 per month (December 1, 2025 - November 30, 2026)

Proposed Total- \$26,400 for a twelve month period.

In addition, costs including copies, travel, and similar items will be billed as incurred.

Momentum will seek prior approval for any cost item exceeding \$100. Momentum can discuss variations on the scope of work outlined in this proposal the commensurate monthly fee.

Thank you for the opportunity to respond to the RFP, we are happy to provide any additional information to assist you in your review and selection process.

Sincerely,



Amy Koch

Principal
Momentum Advocacy
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