



Levy County

PROPOSAL *for State Lobbyist Services*

October 31, 2023



Table of Contents

Tab 1: Introductory Letter	Pages: 3-4
Tab 2: Project Understanding and Approach	Pages: 5-8
Tab 3: Project Team, Past Experience, and Workload	Pages: 9-37
Tab 4: Price Proposal	Page: 38
Tab 5: Forms and other required information	Pages: 39-54

TAB 1: INTRODUCTORY LETTER



October 31, 2023

Levy County Board of County Commissioners
310 School Street
Bronson, FL 32621

RE: RFP No. 2024-001 – State Lobbyist Services

To Whom It May Concern:

On behalf of Liberty Partners of Tallahassee, LLC, it is our privilege to provide you with this proposal for state lobbying and consulting services. No one understands the needs of Florida's rural communities better than us, and our passion and dedication for advocating for our rural clients is unmatched.

Amongst our nine local government clients, all but one are rural based on state and federal metrics, and seven are designated Rural Areas of Opportunity (RAOs), opening the door for a wealth of state incentives through the Department of Commerce and other agencies. Our clients share a common desire - to advance their economic future while retaining their historic character, natural attraction, and small-town charisma. Our team's ability and experience position us perfectly to share in this mission. Over the last five years, our firm has successfully secured more than \$11 million in grant funding for our clients, along with more than \$30 million in legislative appropriations.

Established in 2007 by former U.S. Senator Connie Mack and myself, Liberty Partners of Tallahassee, LLC is a governmental consulting and grant management firm which specializes in the development and execution of successful strategies with local levels of government, state-wide trade associations, non-profit organizations, and for-profit corporations. For nearly 17 years, our firm has a simple philosophy that serves our clients well and separates us from others in the business. As reported in the January 2016 issue of *Florida Trend Magazine*, a guiding principle of our firm's philosophy is to only service a manageable stable of clients on a year-round basis to prevent any possible conflicts of interest among clients.



Headquartered in Tallahassee, the Liberty Partners of Tallahassee team is comprised of professionals who have over 70 years of combined experiences, skills and relationships that bolster our client's ability to succeed. Each member of the firm is dedicated to solving your problems and is always available. We offer the personal attention that is only possible with a truly collegial group committed to delivering the highest quality of client service.

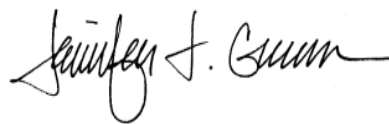
Liberty Partners has a Woman-Owned Business Certification from the State of Florida (s. 287 and 295.187, Florida Statutes), is wholly owned by Jennifer J. Green and is a drug free workplace. Each member of the firm is well respected with strong, long-term working relationships within federal, state, and local government, the business community, and the non-profit association community.

Our team is excited about the opportunity to provide the County with a proposal. We pride ourselves on providing the highest quality of service and are confident that our firm's qualifications and relationships in government will qualify us to best work with the County to meet your goals and objectives.

Our firm owns a 17,000 square foot Tallahassee office steps away from the Capitol with private office space available for use by firm clients while in Tallahassee. Our main office includes individual office space and two large boardrooms available for events and programs. We have also opened a second office in the City of DeFuniak Springs in Walton County to better serve our North Florida clients.

Once again, we are pleased to have the opportunity to be considered to work with Levy County. Please do not hesitate to contact me on my mobile at (850) 528-8809 or via email at jennifer@libertypartnersfl.com should you have any additional questions or require additional information.

Sincerely,



Jennifer J. Green, CAE, DPL
President & CEO



TAB 2: PROJECT UNDERSTANDING AND APPROACH

While we are eager to develop and present a comprehensive plan to fulfill the County's needs, Liberty Partners will work with the County Commission, County Coordinator and County staff to provide, at a minimum, the following services:

- Assist in the development of an annual legislative plan that clearly communicates the County's objectives for legislative appropriations, grants and local projects. We will also concisely communicate the County's position on legislation that may impact home rule or particular issues that are of interest to the County throughout committee meetings and Session.
- Provide a full range of professional lobbying services and advocacy on behalf of the County before the Florida Legislature, Governor, Cabinet, state agencies and regulatory bodies regarding the County's legislative priorities, executive branch projects and any other issues identified by the County Coordinator or designee.
- Ensure that the County's use of state programs and appropriations are maximized.
- Attend legislative committee hearings on behalf of the County during Interim Committee Weeks and Legislative Session. We will provide the County with regular updates as we monitor these meetings.
- Identify opportunities for Levy County to appear before legislative committees, provide public testimony and submit comments.
- Schedule meetings as needed between County Commissioners, County staff, legislators and state agencies. We will also assist in coordinating "Levy County Legislative Day" activities during Florida Association of County's (FAC) annual legislative event.
- Monitor, review and comment on the progress of Levy County's bills, amendments, funding applications and proposals.
- Update the County's legislative agenda, objectives and communication strategies as bills are filed.
- Monitor and review proposed changes to funding allocation formulas, agency proposals, and administrative rules and regulations.
- Draft letters, whitepapers, and other written communication to promote the County's legislative agenda.
- Be available during any Regular, Extended or Special Session to monitor and interpret legislation action, obtain documents and research materials, and prepare responses on behalf of the County.



- Secure third-party supporters such as local economic development agencies, not-for-profits, and local private businesses.
- Secure bill sponsors and/or amendment sponsors to advance the County’s legislative agenda.
- Prepare and submit written reports to the County during Interim Committee Weeks and Legislative Session. The reports will include updates on our activities related to specific funding, home rule and key issues of importance to the County.
- Hold weekly phone calls with County staff to discuss progress on legislative priorities and emerging issues. The above-mentioned reports will be distributed to the County prior to each call.
- Provide the County with a comprehensive End of Session Report that summarizes the County’s legislative success during Session. The report will include analysis of the County’s legislative agenda, as well as an assessment of the benefit/loss to Levy County for specific appropriations, grants and costs of operation due to new, unfunded mandates.
- Provide monthly invoices and summary updates on the progress of our work for the County.
- Attend Levy County Board of County Commissioners (BOCC) meetings and deliver presentations when requested by the County Coordinator or designee.
- Coordinate with the County Coordinator or designee to ensure consistent advocacy of the County’s priorities and projects. We will also communicate with Commissioners through the Board Chair or Board Liaison.
- Conduct outreach and communicate with state agencies on the County’s behalf, including the Florida Department of Commerce, to advocate for key issues and communicate the County’s goals for rural development.
- Comply with all state requirements for ethics and accountability in lobbying services.

TECHNICAL APPROACH

Below is an example of how we would work to secure legislative appropriations for County projects.

Liberty Partners would begin by identifying key stakeholders who have an interest or may be impacted by a particular project. Gathering facts from subject matter experts will assist in creating a narrative that is both compelling, as well as factually accurate. This exercise is also critical in laying the roadmap for advancing any State appropriations request. The first engagement with the Legislature begins with the local delegation who will serve as the champions for a particular



project and have the influence and respect from their colleagues to carry the request through the process. This engagement will also include presenting the project at the local legislative delegation meeting to educate both the community and members to learn more about the importance of the project.

Once the sponsors of the appropriations request have been selected, it is critical to ensure the member and their staff have the most pertinent data and information surrounding the project so they can be prepared to represent and defend the proposal. This will include the drafting of House and Senate appropriations request forms, talking points, presentations and collection of published articles to make a sound argument.

It is also important to gain the perspective from the Executive Office of the Governor early in the process to identify any concerns from state agencies that may be impacted by the requested appropriation. If so, these concerns may arise as committee staff analyze the request and result in the merits of the appropriation being questioned by members. This is also when the timely engagement of the appropriate budget chairs becomes important as the Legislative Session continues.

Once the project is scheduled for a committee hearing in the House, we would encourage the County to attend any appropriation committee hearings as a further sign of support to the Florida Legislature. We will then work to ensure that the appropriate level of funding is secured and maintained in both the House and Senate budget proposals throughout the budget conference process to ensure that funding is included in the General Appropriations Act.

After the Legislature passes the General Appropriations Act with the included funding, we will continue our engagement with the Governor's office to ensure that no concerns have arisen following the Legislative Session and are addressed before the funding is finally approved by the Governor.

Leading up to the Primary and General Elections, we would participate in the Florida Chamber Political Institute and Florida Association of Professional Lobbyists candidate interviews throughout the state. This would include meeting with candidates that are running for State House, Senate and Cabinet offices to continue to solidify our strong legislative relationships.

TIMELINE

To successfully execute a comprehensive strategy on behalf of Levy County, we believe the following timeline should be implemented. While this is a draft timeline for the next 12 months, adjustments may be needed:

November 2023 to December 2023: Legislative Interim Committee Weeks

- Work with the County to develop a comprehensive list of funding priorities.
- Attend County Commission meetings as needed.
- Monitor any potential legislation that may arise.
- Educate the Levy County Legislative Delegation on issues that are important to the County.
- Monitor any regulatory issues that may arise.



- Schedule calls with and provide email updates to Commission members and staff.
- Hold weekly calls with County staff and Commissioners.
- Work with County Commission staff and Commissioners to develop the 2024 legislative priorities.
- Secure appropriations request bill sponsors and file legislation before the beginning of the Legislative Session.
- Secure third-party supporters such as local economic development agencies and private businesses, as needed.
- Monitor interim committee meetings and all legislation that may impact the County.
- Assist in setting up meetings with legislators and key agency personnel.
- Draft letters and talking points as necessary.
- Work to ensure that County's message is heard clearly and yields positive results.
- Appear and speak on behalf of the County at hearings before legislative committees.

January 2024 to March 2024: Legislative Session

- Monitor all legislation and appropriations activity related to the County's priorities.
- Coordinate a legislative visit to the Capitol to meet with and/or present to the House, Senate, and appropriate Executive Branch agencies.
- Work with the Executive Office of the Governor for legislative approval of state appropriations.
- Testify in committees as needed and continue to monitor legislative appropriations activity.
- Continue bi-weekly calls and updates to discuss any tactical adjustments or refinements to the legislative strategy.

March 2024 to June 2024: Post-Legislative Session

- Educate the Levy County legislative delegation on issues that are important to the County.
- Monitor any regulatory issues that may arise.
- Schedule calls with and provide email updates to Commission members and staff.
- Primary and General Elections – Attend Florida Chamber Political Institute and Florida Association of Professional Lobbyists Candidate Interviews throughout the state. Meet with candidates running for State House, Senate, and Cabinet offices.

July 2024 to October 2024: Pre-Legislative Session

- Work with the County to review and assess the County's comprehensive funding priorities, including the Capital Improvement Plan (CIP) or similar priority list.
- As requested, assist the County in developing funding sources for priority projects, including State and Federal appropriations and State and Federal grants.



TAB 3: PROJECT TEAM, PAST EXPERIENCE AND WORKLOAD

TEAM

The Liberty Partners team is comprised of professionals who have over 70 years of combined experiences, skills and relationships that bolster our client's ability to succeed with both local and state elected officials and government. Each member of the firm is dedicated to solving your problems and is always available.

Each of our lobbying (governmental consulting) team professionals with Liberty Partners of Tallahassee are members of the Florida Association of Professional Lobbyists (FAPL) and adhere to a strict code of professional conduct. All principals have earned and maintain the Designated Professional Lobbyist (DPL) credential.

Our team also has the expertise to perform the research and locate grant funding opportunities that will align with our client goals and objectives. We are confident that our grant writer's qualifications and the other team member relationships in both the state and Federal government will qualify us to best work on grant service needs.

The Liberty Partners team will provide you with the results you need. As a client, your needs will be handled by one of the most experienced "boutique" teams in Florida. Tim Parson, Vice President, Adam Potts, Director of Governmental Affairs, and I will personally manage the contract and serve as lead consultants on this engagement. You will have additional support from, Ethan Merchant, Director of Client Relations, James Sowinski, Director of Grants Management and Dr. Scott Gines, Ed.D, Economic Advisor.

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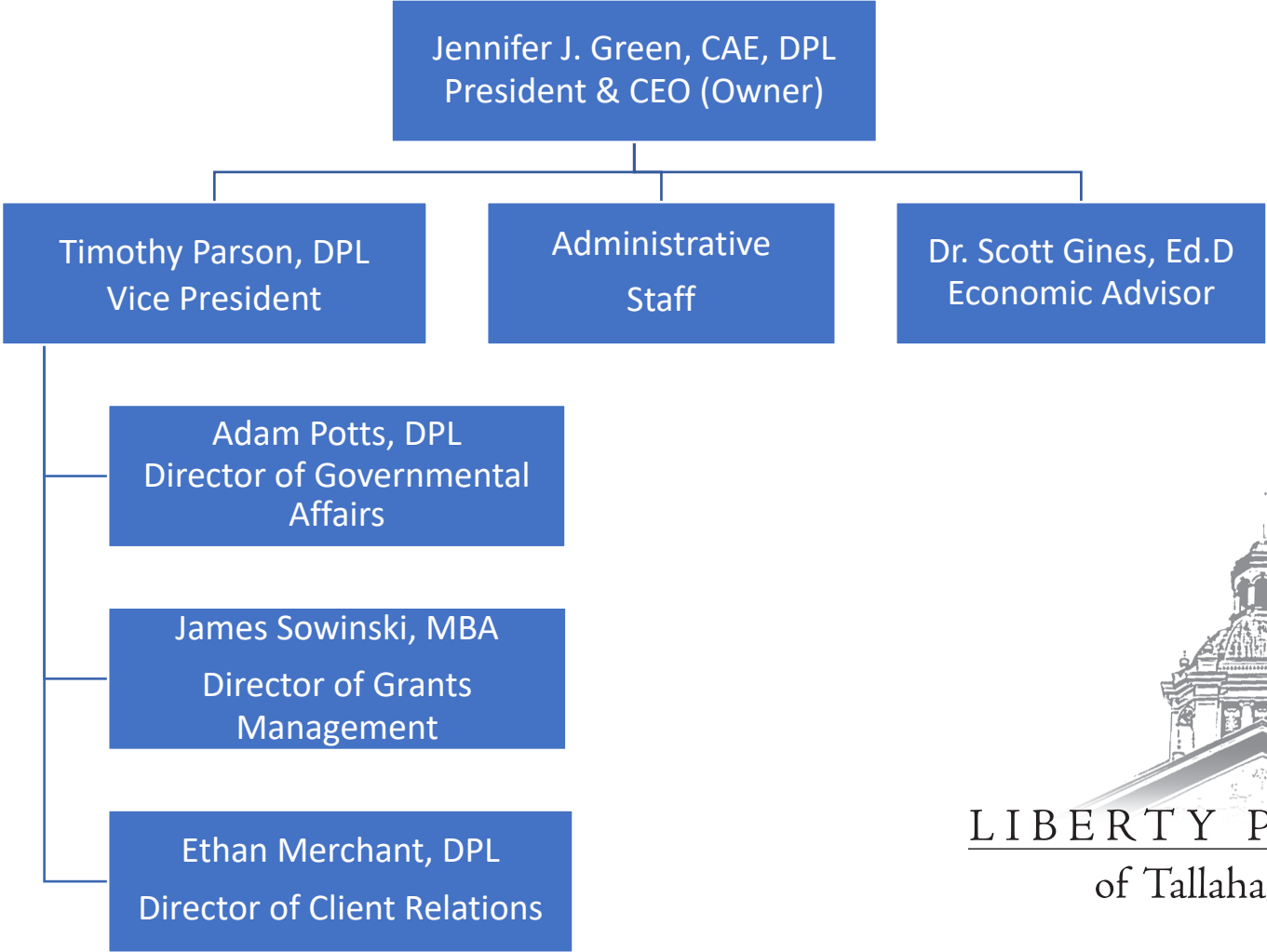
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We offer the personal attention that is only possible with a truly collegial group committed to delivering the highest quality of client service. Below are the biographies of each firm member.



Liberty Partners of Tallahassee, LLC Organizational Chart



JENNIFER J. GREEN, CAE, DPL
President & CEO

Jennifer Green is President & CEO and Owner of Liberty Partners of Tallahassee, LLC and founded the firm in early 2007 with former U.S. Senator Connie Mack (R-FL). With nearly 25 years of political, lobbying and grassroots experience in the State of Florida, she consults primarily on state Legislative and Executive branch issues affecting corporations, trade associations, local governments, and not-for-profits. To best serve clients, Jennifer expanded the firm to offer grant development and management services related to state and local grant programs in 2019. With a strong history of successful grant writing, Jennifer ensures successful outcomes for her clients, most especially related to state agency grant management and administration.

Prior to Liberty Partners, Jennifer served as the Deputy Executive Director and lead lobbyist for the Florida Institute of Certified Public Accountants (FICPA). Before her tenure with the FICPA, Jennifer lobbied the Florida Legislature on behalf of the Florida Bankers Association and a private firm. In addition, Jennifer participated in several statewide Florida political campaigns, most notably the 1992 Bush-Quayle Presidential campaign and former Governor Jeb Bush's 1994 and 1998 campaigns.

Jennifer's background also includes experience in political action committee fundraising, grassroots activities, coalition building, strategic management, communications, member relations and marketing. Jennifer's wide range of business-related expertise, along with a strong portfolio of local government clients, helps her deftly navigate both state and federal funding opportunities.

Jennifer earned her Certified Association Executive designation from the American Society of Association Executive (ASAE) after graduating from the U.S. Chamber of Commerce's four-year association management program at the University of Delaware and earned the Designated Professional Lobbyist title from the Florida Association of Professional Lobbyists. Jennifer is a member of ASAE, the Florida Society Association Executives (FSAE) and has served on the Florida Chamber Political Institute Advisory Council, the Florida Chamber CCE and is a past member of FSAE's Board and FSAE Foundation Board and serves as an expert witness in cases related to ethics.

She received her Bachelor of Arts in Political Science from Florida State University and her Associate of Arts from St. Petersburg Junior College. She and her husband reside in Tallahassee, Florida.

TIMOTHY "TIM" PARSON, DPL
Vice President

Tim Parson is the Vice President of Liberty Partners of Tallahassee, LLC. With over 18 years of experience in the Florida Legislature, he has accumulated tremendous insight into state government and the legislative process.



Before joining Liberty Partners, Tim served as the Legislative Affairs Director for the Florida Department of Children and Families where he lobbied the Legislature on issues such as child welfare, human trafficking, and public benefit fraud. While there, Tim was responsible for developing the agency's policy proposals and budget priorities and then leading the legislative advocacy team during the legislative session. Additionally, he served as the lead liaison for the agency before state lawmakers and key stakeholders as the Director of Florida's Children and Youth Cabinet consisting of the secretaries of the Department of Children and Families, the Department of Juvenile Justice and the Agency for Health Care Administration, as well as the directors of the Agency for Persons with Disabilities, the Office of Early Learning, the State Surgeon General, the Commissioner of Education, the director of the Guardian ad Litem Office, and the director of the Governor's Office of Adoption and Child Protection. Tim also served as the Director of the Florida Drug Policy and Advisory Council.

Prior to his tenure in the Executive Branch, Tim served as the Chief Legislative Assistant to two state Senators, including the late Senator Greg Evers. While in these roles, he was responsible for drafting legislative proposals and representing the Senators before select committees. He also spearheaded constituent services in the area working from the district office located in Crestview, acting as a key liaison with local government representatives.

Tim received both his Master's Degree in Public Administration and Bachelor of Science in Economics from the University of West Florida. He also earned the Designated Professional Lobbyist (DPL) title from the Florida Association of Professional Lobbyists (FAPL). He serves on the Board of Directors for the Walton Area Chamber of Commerce and FAPL. He and his family reside in DeFuniak Springs, Florida.

ADAM W. POTTS, DPL
Director of Governmental Affairs

Adam Potts is the Director of Governmental Affairs for Liberty Partners of Tallahassee, LLC and has over 19 years of experience in the Florida Legislative and political process.

Before joining Liberty Partners, Adam served as the Legislative Director for the Florida Public Service Commission (PSC) where he was responsible for advocating on behalf of the Commission on policy and budget issues that effected the provision of safe and reliable utility services. Prior to his time at the PSC, Adam managed a successful State Senate race in the Florida Panhandle and has also served as the Legislative Affairs Director at the Florida Department of Education where he was responsible for developing the agency's legislative priorities. Adam also held a Legislative Affairs position at the Florida Department of Juvenile Justice.

Prior to his time in state government, Adam was the Governmental Affairs Manager at the Florida Institute of Certified Public Accounts. At the FICPA, he was responsible for advocating on behalf of the 18,000+ members, for the administration and fundraising efforts of five political action committees totaling more than \$350,000 in contributions per election cycle, and a statewide grassroots network with more than 400 individual CPAs.



Adam received his Bachelor of Science Degree in Political Science and History from Florida State University. He also earned the Designated Professional Lobbyist (DPL) title from the Florida Association of Professional Lobbyists (FAPL). Adam, his wife and their two daughters reside in Tallahassee, Florida.

ETHAN S. MERCHANT, DPL
Director of Client Relations

Ethan serves as the Director of Client Relations for Liberty Partners of Tallahassee serving as a registered lobbyist and the main point of contact for all client inquiries. Before joining Liberty Partners full-time, Ethan served as a Legislative Intern for the firm during the 2017 and 2018 Florida Legislative Sessions. Additionally, Ethan has experience working with grassroots campaigns at the state level. Ethan is responsible for the firm's weekly update to more than 600 recipients, the firm's social media accounts and provides direct client service.

Before moving to Tallahassee, Ethan worked at First Federal Bank of Florida for nearly two years in Bonifay, Florida. Ethan also previously assisted the baseball team and Athletic Director at Chipola College in Marianna by serving as the Athletic Student Manager. Ethan was active in Family, Community, and Career Leaders of America (FCCLA) and Future Business Leaders of America (FBLA).

Ethan earned his Bachelor of Science Degree in Political Science from Florida State University and his Associate of Arts from Chipola College, where he was a member of the Honor's Program and Dean's List. Ethan earned the Designated Professional Lobbyist (DPL) title from the Florida Association of Professional Lobbyists (FAPL). He currently resides in Tallahassee, Florida.

JAMES P. SOWINSKI, M.B.A.
Director of Grants Management

James Sowinski is the Director of Grants Management at Liberty Partners of Tallahassee, LLC, and has years of experience in grant management, professional writing, and economic development, both at the state and local level.

Prior to joining the team at Liberty Partners, James served with the Florida Department of Economic Opportunity (now the Florida Department of Commerce) as Program Administrator for the Florida Job Growth Grant Fund. Originally hired as a research analyst for this program in 2018 and then promoted in 2021, James's oversight and review assisted the agency during the approval of nearly \$200 million in total awards. James's primary responsibilities included authorship of project reports for award selection by the Governor's Office and agency leadership, assessment of the degree to which applications met program criteria for award, and communication with various DEO divisions and other state agencies during the research and analysis process.



During his four-year tenure with DEO, James assisted in research and application review for numerous other incentive programs, including the Brownfield Redevelopment Program, Qualified Targeted Industries Tax Refund Program, Community Contribution Tax Credit Program, and the Rural and Urban Job Tax Credit Programs. Prior to his work with the State of Florida, James held a position at the City of Orlando's Economic Development Department, assisting in the functions of planning, permitting, and code enforcement.

James graduated with his Master's in Business Administration from Benedictine College in Atchison, Kansas in 2018. He also completed his Bachelor's Degree in Management at Benedictine, graduating Cum Laude with additional program honors. James and his wife reside in Havana, Florida.

DR. SCOTT GINES, Ed.D
Economic Advisor

Dr. Scott Gines has nearly 40 years of experience in multiple collegiate institutions and has a vast depth of experience and understanding within the higher education field. Given his affinity for the field of education and knowledge of workforce development needs, Scott was the primary grant writer for Liberty Partners' most recent Triumph Gulf Coast Application submitted on behalf of the City of DeFuniak Springs and is presently working on an additional Triumph application for another client in Northwest Florida.

Before joining Liberty Partners, Scott served as an athletics administrator who ascended from the coaching ranks. His journey began in 1987 as the Nation's youngest NCAA Division I head baseball coach, and for 13 years Scott rebuilt two losing programs, departing as each institution's all-time baseball wins leader. Scott's coaching career included 31 professional draft and free agent selections, four MLB players, and 12 times Scott's former assistant coaches and players led NCAA Division I baseball programs. In 2021, he completed a 21-year career that included four terms as Director of Athletics and two Vice Presidencies. Recognized for his work in strategic, gender equity, and financial planning, Scott developed sustainable multi-million-dollar pro forma budgets, retired debt service, elevated revenues, launched successful campaigns, and advanced giving initiatives while completing over \$17 million in new facility construction and upgrades across four institutions.

Dr. Gines' extensive leadership experience includes serving on the NAIA's Council of Athletic Administrators; the NCAA II Northeast Regional Advisory Committee (Football); the NCAA II South Central Regional Advisory Committee (Baseball); the NCAA II/D2ADA Women and Minorities Mentorship Program; the NCAA Research Committee; the NCAA Innovations Grant External Review Committee; and he chaired the Lone Star Conference (LSC) Expansion Committee and led the Lone Star Conference Strategic Plan Development Team (2016-2021). Dr. Scott is also an experienced speaker having presented at the NAIA, NCAA, AASP, and NACDA national conventions.



A 1983 distinguished graduate of the Virginia Military Institute, Dr. Gines holds a M.Ed. in sport psychology from the University of Virginia and an Ed.D. in Leadership from the University of St. Thomas (MN). He is a fellow of the Higher Education Management Institute (Vanderbilt University), a graduate of the Sport Management Institute Executive Program (Universities of Michigan and Texas), and a graduate of the Transformational Leadership Program at the Universities of Adelaide and Texas.

Dr. Gines is listed in Who's Who Among America's Teachers (1996), the Manchester Who's Who Among Executives and Professionals, and the Empire Who's Who. A 1984 Outstanding Young Men of America recipient and a 1984 U.S. Olympic Tryout participant, Gines received the 1989 Big South Baseball Coach of the Year award, was selected as a Most Influential Delawarean (2021), served on the Coastal Bend (TX) Fellowship of Christian Athletes Board of Directors, and he is the past-President of Kingsville Rotary (2013-14), and a member of Phi Kappa Phi.

Dr. Gines' qualifications, depth of experience, and leadership lend themselves well to Liberty Partners, where he is able to understand the needs of clients and assist in crafting application narratives that bridge the gap between clients and the funding sources that they seek.



RESUMES

JENNIFER JANKOWSKI GREEN, CAE, DPL

113 E. College Avenue, Suite 400, Tallahassee, FL 32301

Jennifer@libertypartnersfl.com

(850) 528-8809

PROFESSIONAL STRENGTHS

Executive with reputation for strong management, budgetary, organizational and strategic planning skills; extensive experience in state legislative and regulatory lobbying; excellent written and oral communications; strong presentation skills; effective with grassroots efforts, member outreach and advocacy programs; knowledge of political action committees, campaign finance and political fund raising; and successful leadership through coalition building.

EXPERIENCE

Liberty Partners of Tallahassee, LLC

March 2007 to Present

President & CEO

- Founding member and owner of a Tallahassee-based governmental consulting firm founded by former U.S. Senator Connie Mack, III.
- Assumed firm ownership in 2009.
- Responsible for service, development and recruitment of firm clients, development of strategic business relationships and overseeing a net growth of 10% per year.
- Directly responsible for developing successful client-centered advocacy programs both inside and outside of the legislative and regulatory process.
- Responsible for development of strategic plans, communication strategies and advocacy initiatives for professional and trade association clients.

Florida Institute of Certified Public Accountants

February 1998 to March 2007

Deputy Executive Director (2006 - 2007)

- Served as second in command of a 19,000-member statewide professional organization with a \$13 million annual budget, 30-member Board of Governors, 27 local chapters, 55 professional staff, educational foundation and five Political Action Committees.
- Worked with other state and national trade and professional associations, tort reform and business-related coalitions and the anti-services tax Coalition to Protect Florida's Economy.
- Served as chief lobbyist and spokesperson before the state Legislature, Cabinet, Constitutional Revision Commission, Taxation and Budget Reform Commission, Florida Board of Accountancy, Department of Revenue and Office of Auditor General.
- Responsible for the governmental affairs, member relations, communications, marketing and member services departments, the organization's educational foundation and board.
- Developed and implemented a comprehensive internal and external legislative and public relations strategy.
- Directed the organization's membership recruitment, membership retention, marketing, endorsed programs, sponsorships, advertising and trade show booth sales to increase non-dues revenue.



Director of Governmental Affairs (2000 – 2006)

- Served as lead registered lobbyist, spokesperson and advocate before the state Legislature, Cabinet and Executive Branch agencies.
- Developed strategies to accomplish legislative and regulatory objectives as defined by the organization's leadership and communicated policies to the organization's membership and the general public.
- Administered the Key Person Contact Program, all grassroots member activities and Political Action Committee fundraising in coordination with 27 local chapters.
- Authored substantive legislative and issue articles for publication in the Florida CPA Today magazine, organization's website, and bi-weekly news e-mails.
- Presented state-approved continuing education programs to members at board meetings, chapter meetings, seminars and conferences (40 to 60 presentation hours annually).
- Developed the organization's advocacy website to include weekly and daily issue updates, bill tracking, links to legislators, statutes and pertinent state agencies, regulatory action analysis and promotion of the Political Action Committees and Key Person Contact Program.
- Promoted member involvement in political campaigns, legislative and regulatory committees and technical Sections of the organization.

Governmental Affairs Manager (1998 – 2000)

- Served as registered lobbyist, spokesperson and advocate before the state Legislature, Cabinet and Executive Branch agencies.
- Responsible for the management and administration of the government relations program.
- Developed creative strategies to accomplish the legislative and regulatory objectives of the association.
- Assisted individual members with questions concerning legislative and regulatory activities.
- Handled research on all legislative and regulatory issues including bill tracking, drafting of position papers and bill analysis.

Poole & McKinley Lobbying Firm

October 1997 to February 1998

Legislative Analyst

- Served as a registered lobbyist for a Tallahassee-based governmental consulting firm lead by former Republican Party of Florida Chairman and former state legislator Van B. Poole.
- Researched and tracked legislative and regulatory issues including analysis and monitoring of committee meetings.
- Tracked client issues and drafted client reports.

Florida Bankers Association

December 1994 to October 1997

Government Relations Coordinator

- Served as a registered lobbyist for the largest statewide banking trade association.
- Monitored, analyzed and reported on legislative developments at the state and Federal levels.
- Coordinated bill tracking, legislative committee meetings, and a six-member internal and external banking lobby team.



- Organized banker-legislator luncheons, leadership forums and statewide fundraising events.
- Managed all aspects of the Political Action Committees including state and Federal election reporting, Board member selection and fundraising database.

Meetings & Conference Coordinator (1995 - 1997)

- Responsible for planning, coordination and marketing of all educational seminars and trade show conventions for the largest statewide banking trade association.
- Negotiated contracts for food functions and meeting space with over 40 different Florida convention hotels.
- Prepared budgets and coordinated travel plans for speakers and staff.
- Traveled to events and handled on-site management.
- Designed mail pieces, promotional materials, and marketing plans for educational events and trade shows.
- Maintained extensive attendee and vendor database on association management software.
- Solicited sponsors and exhibitors for annual trade show and coordinated exhibitor participation.

Program Assistant (1994 – 1995)

- Performed daily maintenance of scholarship recipient records for the Educational Foundation, human resource support and assisted thrift banker executive with the Young Bankers Division.
- Coordinated with Foundation Board of Directors on scholarship applications, fundraising campaigns and resume network.
- Assisted Thrift Banker Executive on special projects including research and development of young banker division, bank CEO roundtables, Washington, DC visits, annual convention and state legislative efforts.

Jeb Bush for Governor Campaign

August 1993 to December 1993

Campaign Staff Assistant

- Assisted in coordination of volunteer fundraising and maintenance of volunteer and donor records.
- Researched and authored an analysis of Florida gubernatorial campaign strategy.
- Prepared and distributed pertinent daily news clippings for candidate and staff.

Florida House of Representatives, Republican Office

January 1993 to April 1993

Office Staff Assistant

- Provided administrative support to chief of staff and Republican members during legislative session.
- Assisted with office organization and clerical work.
- Monitored committee meetings and provided staff support on special projects.



Bush-Quayle Presidential Campaign

August 1992 to November 1992

Campaign Intern

- Provided support to campaign staff and assisted with daily office organization.
- Responsible for distribution of daily news clippings, organizing volunteers for phone banks and special projects and assisting with direct mail campaigns.

EDUCATION/CERTIFICATIONS

- Bachelor of Science, Political Science, Florida State University, Tallahassee, 1994.
- Associate in Arts, St. Petersburg Junior College, Clearwater, 1992.
- U.S. Chamber of Commerce Institute for Organizational Management, University of Delaware 1999-2002.
- Certified Association Executive (CAE) Designation, American Society of Association Executives (ASAE), 2002 - Present.
- Designated Professional Lobbyist (DPL), Florida Association of Professional Lobbyists (FAPL), 2009 - Present.

PROFESSIONAL MEMBERSHIPS

- Florida Association of Professional Lobbyists – Founding Member, Board Chair, two-term Board Member, Continuing Education Committee Chair, Annual Meeting Planning Committee Chair, DPL Program Committee Co-Chair.
- Florida Association of Professional Lobbyists Foundation – Founding Trustee.
- American Society of Association Executives – Member.
- Florida Society of Association Executives – Member, three-year Board Member, Nominations Committee, Annual Conference Co-Chair, Government Relations Committee Chair, 2004 Association Executive of the Year Nominee.
- Florida Society of Association Executives Foundation – Three-year Board Member.
- Tallahassee Society of Association Executives – Member, Education Day Exhibits Chair, Nominations Committee.
- The Governors Club – Member, 2001-2004 Board Member, Vice President of Membership, Long Range Planning Committee, Nominations Committee.

CIVIC INVOLVEMENT

- Capital City Tiger Bay Club – Board Member.
- March of Dimes, Signature Chef and Wine Tasting – 2009 & 2010 Planning Committee, Silent Auction and Sponsorship Committee Chair.
- Tallahassee 25 – Member, 2000 President, 1999 & 2000 “Bids for the Kids Gala” Chair.
- Kids, Incorporated – Volunteer, Pre-K Reading Program.
- Tallahassee Young Republicans – Member, 1998 Public Relations Coordinator and Newsletter Editor.
- Co-Cathedral of St. Thomas More Catholic Church – Member, Lector, 2003 & 2004 “Festival of Life” Sponsorship and Raffle Chair.
- Kappa Kappa Gamma Sorority – Alumni.



TIMOTHY L. PARSON, DPL

113 E. College Avenue, Suite 400, Tallahassee, FL 32301

Tim@libertypartnersfl.com

(850) 910-2678

PROFESSIONAL STRENGTHS

Over a decade of experience in the legislative process working for two Senators; considerable experience in handling constituent affairs and ensuring client service satisfaction; keen understanding of the executive branch legislative and budgetary processes; campaign experience throughout the state; and effective utilization of communications and public speaking skills.

EXPERIENCE

Liberty Partners of Tallahassee, LLC

June 2016 - Present

Vice President

- Serves as lead lobbyist and consultant to several firm clients before the state Legislative and Executive branches, including testifying before legislative regulatory hearings as needed.
- Responsible for the operations of the firm and assist in developing strategies to accomplish all client goals.
- Provide weekly and monthly legislative updates to multiple clients as well as preparing the firm's weekly update.

Florida Department of Children and Families

October 2015 – June 2016

Executive Director of Statewide Drug Policy Advisory Council and the Children and Youth Cabinet

- Florida Department of Children and Families – Executive Director of the Statewide Drug Policy Advisory Council and the Children and Youth Cabinet (October 2015 – Present).
- Direct the Statewide Drug Policy Advisory Council to review the drug control strategies and programs of the state to develop recommendations to the Governor and Legislature on funding substance abuse services and changes in law to enhance the state's drug control strategy.
- Direct the Florida Children and Youth Cabinet to ensure that the public policy relating to children and youth promotes interdepartmental collaboration and improved service delivery between state agencies and organizations.

Florida Senate

November 2010 - September 2012

Chief Legislative Assistant to Senators Greg Evers and Ronda Storms

- Represent the office at legislative and community events.
- Track advancement of bills through legislative process.
- Prepare talking points, presentations and press materials.
- Manage constituent inquiries and casework.

Florida House of Representatives

September 2007 – November 2010



Chief Legislative Assistant to Representative Greg Evers

- Facilitate and coordinate communication between the Representative, legislators, state officials, staff, agency personnel, stakeholders and constituents in the development and advancement of legislation.
- Serve as a liaison between the Representative and constituents.
- Manage daily operations of district offices.

Blank & Meenan, P. A.

July 2006 – September 2007

Director of Governmental Affairs

- Draft, file and track bills during the annual legislative session, and work with committees and staff to ensure their passage.
- Regularly meet with legislators and budget office to advance priorities.
- Draft talking points and serve as point of contact for campaigns.

Florida Senate

December 2005 – July 2006

Office of the Senate Secretary

- Responsible for processing and filing bills and late filed amendments during the legislative session.
- Speak with visiting civic and student groups and host numerous mock sessions throughout the year.
- Assist with publishing the Senate journal and session calendar and distributing public documents to legislators and their staff.

EDUCATION/CERTIFICATIONS

- Bachelor of Science, Political Science and Economics, University of West Florida
- Master of Public Administration, University of West Florida
- Designated Professional Lobbyist by the Florida Association of Professional Lobbyists (DPL), 2016 – Present

PROFESSIONAL MEMBERSHIPS

- Florida Association of Professional Lobbyists, Member, 2015 – Present
- James Madison Institute, Fellow

CIVIC INVOLVEMENT

- North Okaloosa Republican Club (NORC) – Vice-President, 2008-2011
- University of West Florida College Republicans – President, 2001-2002



ADAM W. POTTS, DPL

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(850) 591-5921

PROFESSIONAL STRENGTHS

Extensive experience in: Advocating for issues and legislation with elected and appointed officials in state government. Building relationships with coalitions and stakeholders to advance political and policy objectives. Advising senior leaders on political strategies and tactics. Managing successful political campaigns. Managing and fundraising for political action committees. Excellent interpersonal and communications skills to work effectively with colleagues at all levels.

EXPERIENCE

Liberty Partners of Tallahassee, LLC

August 2021 - Present

Director of Government Affairs

- Serves as lobbyist and consultant to firm clients before the state Legislative and Executive branches.
- Responsible for the governmental affairs of the firm and assisting in developing strategies to accomplish legislative and regulatory goals.

Florida Public Service Commission

January 2017 – August 2021

Legislative Director and Government Liaison

- Represented the PSC before the State Legislature.
- Worked with state legislators on legislation, related public policy matters and constituent issues.

George Gainer for Senate

September 2015 – August 2016

Campaign Manager

- Managed day to day campaign operations.
- Provided advice on strategy.
- Built relationships with elected officials throughout the six-county district.

Florida Department of Education

March 2011 - June 2015

Director of Policy and Legislative Affairs Director

- Managed all legislative issues and special projects within the Division.
- Worked to develop policy positions for Division of Career & Adult Education.
- Represented the DOE before the state Legislature.
- Worked with state legislators on legislation, related public policy matters and constituent issues.
- Worked with DOE and Governor's Office staff to develop the State Board of Education's legislative proposals and advocated for proposed legislation.
- Member of senior management with input in policy decisions regarding PreK-20 education.



Florida Department of Juvenile Justice

March 2011 – August 2011

Deputy Legislative Affairs Director

- Represented DJJ before the state Legislature.
- Worked with state legislators on legislation, related public policy matters, and constituent issues.
- Worked with Office of Policy and Budget and DJJ staff to develop and advocate for proposed legislation.
- Managed bill tracking system using LobbyTools.

Florida Institute of Certified Public Accountants

September 2004 – February 2011

Governmental Affairs Manager and Assistant

- Represented FICPA and its more than 18,500 members before the state Legislature and managed its five PACs which contributed in excess of \$300,000 each election cycle.
- Developed and maintained professional relationships with state legislators, staff and relevant state agency personnel.
- Gave legislative update presentations to members, gave bi-weekly governmental affairs updates to membership in e-newsletters.
- Assisted members with legislative and regulatory issues.

EDUCATION/CERTIFICATIONS

- Bachelor of Science, Political Science and History, Florida State University
- Associate of Arts, Tallahassee Community College
- Designated Professional Lobbyist (DPL), Florida Association of Professional Lobbyists (FAPL).

PROFESSIONAL MEMBERSHIPS

- Florida Association of Professional Lobbyists – Former Board and Executive Committee Member



ETHAN S. MERCHANT, DPL

113 E. College Avenue, Suite 400, Tallahassee, FL 32301

Ethan@libertypartnersfl.com

(850) 699-0470

PROFESSIONAL STRENGTHS

An efficient, accurate and capable employee who takes initiative and has an innate desire to succeed; highly motivated to expand knowledge and skills; responsible for compiling information for Liberty Partners' weekly update; experienced with grassroots campaigns and initiatives; communication and public speaking skills.

EXPERIENCE

Liberty Partners of Tallahassee, LLC

June 2018 - Present

Director of Client Relations

- Regularly communicate with clients regarding meetings, briefings and external communication.
- Serve as lobbyist and consultant to clients before the state Legislative and Executive branches, including testifying before legislative regulatory hearings as needed.
- Assists with reading, researching, and routing of correspondence; drafts letters and documents; collects and analyzes information; initiates telecommunications.
- Maintains professional and technical knowledge by reviewing professional publications; establishing personal networks; participating in professional associations.
- Attends regulatory state agency meetings, legislative meetings, as well as both House and Senate session meetings.
- Assists with client outreach such as; social media outreach, newsletters, summaries of legislative meetings, and other forms of communication to better relations with clientele.
- Prepares notes on the business discussed in legislative and regulatory meetings and organizes them in a timely manner.

Governmental Affairs Manager

- Serves as lobbyist and consultant to a public entity client before the state Legislative and Executive branches, including testifying before legislative regulatory hearings as needed.
- Assists with reading, researching, and routing of correspondence; drafts letters and documents; collects and analyzes information; initiates telecommunications.
- Maintains professional and technical knowledge by reviewing professional publications; establishing personal networks; participating in professional associations.
- Attends regulatory state agency meetings, legislative meetings, as well as both House and Senate session meetings.
- Assists with client outreach such as; social media outreach, newsletters, summaries of legislative meetings, and other forms of communication to better relations with clientele.
- Prepares notes on the business discussed in legislative and regulatory meetings and organizes them in a timely manner.



Liberty Partners of Tallahassee, LLC

March – May 2018

Legislative Session Intern

- Attended legislative committee meetings and session.
- Took notes and updated firm on key developments and issues of importance.
- Prepared legislative reports and summaries.
- Delivered client material to legislative staff.

Liberty Partners of Tallahassee, LLC

January – March 2017

Legislative Session Intern

- Attended legislative committee meetings and session.
- Took notes and updated firm on key developments and issues of importance.
- Prepared legislative reports and summaries.
- Delivered client material to legislative staff.

Tallahassee Community College

May 2017 – July 2017

O.P.S.

- Processed and filed new student applications.
- Gave campus tours to prospective and new students.
- Provided assistance to the Admissions Department.

First Federal Bank of Florida

September 2014 - August 2016

Teller

- Maintained friendly and professional interactions with customers.
- Executed customer transactions including deposits, withdrawals, cashier's checks, and checks.
- Rapidly and efficiently prepared customer and ATM cash and change orders.
- Organized, stocked and maintained teller window area.
- Answer telephone inquiries on banking products including checking accounts, savings accounts and loans.

Chipola College Athletic Department

August 2013 – June 2014

Student Manager

- Kept stats/records for baseball and basketball team.
- Collected game admission money and worked in concession stand at games.
- Assisted Athletic Director and coaches in a variety of ways.

EDUCATION/CERTIFICATIONS

- Bachelor of Science in Political Science, Florida State University, Tallahassee
- Associate of Arts, Chipola College, Marianna (Dean's List and Honors Program)
- Designated Professional Lobbyist (DPL), Florida Association of Professional Lobbyists (FAPL), 2018 - Present.

PROFESSIONAL MEMBERSHIPS

- Florida Association of Professional Lobbyists, Member, 2018 – Present



CIVIC INVOLVEMENT

- Volunteer with Republican Party of Florida – 2016
- Hospitality and Children’s Ministry, Engage Church Tallahassee, 2018 – 2019
- Upward Sports, Celebration Baptist Church, Tallahassee, 2021 – Present



JAMES P. SOWINSKI, M.B.A.

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James@libertypartnersfl.com

(407) 803-2200

PROFESSIONAL STRENGTHS

Contributes through his advanced writing abilities, dedication to serving our rural clients, and outstanding depth of knowledge and network of relationships in Florida's state government, especially the Florida Department of Commerce. His everyday responsibilities include managing a vast stable of state and federal awards for our clients, conducting grant research, and authoring new grant applications applicable to our clients' needs.

EXPERIENCE

Liberty Partners of Tallahassee, LLC

July 2022 - Present

Director of Grants Management

- Author new state and federal grant applications specific to client needs.
- Conduct grant research and outreach.
- Identify new and upcoming grant opportunities.
- Manage existing state and federal grant awards for all Liberty Partners clients.
- Work with clients to better prioritize project needs and identify specific project elements to be funded based on grant requirements.

State of Florida Department of Economic Opportunity

July 2018 – July 2022

Program Administrator

- Program administrator and primary agency contact for the Florida Job Growth Grant Fund, a \$74 million-dollar grant program that supports infrastructure and workforce training projects across the state of Florida.
- Responsible for communicating with program applicants, coordinating multi-agency due-diligence efforts and authoring summary reports for the Governor's Office for project review and selection.
- Assist in award and contract process, performance monitoring, and review and negotiation of contract amendments.

Economic Development Analyst

- Primary Analyst for the Florida Job Growth Grant Fund, responsibilities include assessing applicant financial reports, debt ratings, litigation history, property use impediments, and consistency of application with statutory requirements.
- Primary Analyst for the Community Contribution Tax Credit Program, which offers donors a tax credit or refund for approved contributions to community development projects. Concurrent responsibilities within other programs.
- Communicate with applicants and draft, review, and manage approval documents, contracts, and reports for other tax refund programs including the Qualified Targeted Industries Tax Refund and the Brownfield Redevelopment program.



Benedictine College Youth Outreach

March 2017 – June 2018

Graduate Assistant

- Planned summer conferences, organized logistics efforts, and led group of undergraduate student staff members.
- Created and distributed handwritten and electronic marketing material to parishes across the Midwest.
- Implemented a marketing plan for Benedictine's summer youth programs.

City of Orlando Economic Development

June 2017 – December 2017

Summer Intern

- Generated metrics and defined parameters for a new small business development program.
- Evaluated new database software and assisted planning, permitting, and code enforcement functions within the Office of Economic Development.

St. John's Church

August 2016 – September 2017

Restoration Project Manager

- Led a year-long volunteer project to restore a 150-year-old church in Doniphan, Kansas.
- Secured funding and grants; organized student, community, academic, and professional volunteers to support the restoration of the church to its historic appearance to allow it to be re-opened.

EDUCATION/CERTIFICATIONS

- Master of Business Administration, Benedictine College, Atchison, Kansas
- Bachelor of Arts in Business Management, Benedictine College, Atchison, Kansas (Cum Laude)

CIVIC INVOLVEMENT

- Gregorian Fellows Leadership Program, Benedictine College
- Varsity Track and Field Team, Benedictine College
- Student Government Association Senator, Benedictine College
- Altar Server, Benedictine College and St. James Cathedral in Orlando
- AmeriCorps Staff, Outdoor Odyssey Leadership Academy
- Volunteer Camp Staff, Camp Promise
- Tutor at Outreach Love, Inc.



DAVID “SCOTT” GINES, Ed.D

113 E. College Avenue, Suite 400, Tallahassee, FL 32301

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(304) 786-0216

PROFESSIONAL STRENGTHS

Proficient in the development of multi-million-dollar pro forma budgets, master planning, and capital projects, as well as revenue development, recruiting, and philanthropic campaigns. Each step of his career included elements of re-organizing and re-vitalizing culture, developing strategic plans, and increasing productivity in participatory environments leading to widespread support and group success. He is a strategic, data driven, and results-oriented adaptive leader who views leadership as a process for weaving meaning and consensus within a group.

EXPERIENCE

Liberty Partners of Tallahassee, LLC

October 2021 – Present

Economic Advisor

- Author new state and federal grant applications specific to client needs.
- Conduct grant research and outreach.
- Identify new and upcoming grant opportunities.
- Manage existing state and federal grant awards for all Liberty Partners clients.
- Work with clients to better prioritize project needs and identify specific project elements to be funded based on grant requirements.

Florida State University

December 2021 – May 2022

Adjunct Professor

Delaware State University

July 2018 – July 2021

Director of Athletics

- Leadership, planning, organization, marketing, media relations, personnel management, compliance, resource cultivation and administration of the university’s athletics department and 19 intercollegiate sports programs.
- Reorganized the athletics department, including - hiring of 11 head coaches.
- Design salary plan.
- Development and completion of Athletics Department Institutional Effectiveness Plan.
- Third party contracting of medical services.

Texas A&M University-Kingsville

August 2007 – July 2018

Vice President for Intercollegiate Athletics and Campus Recreation

- Leadership, planning, organization, marketing, media relations, personnel management, compliance, resource cultivation and administration of the university’s intercollegiate athletics and campus recreation departments.
- Introduction of Academic Progress Rate as an institutional retention accountability metric
- all-time record number for student-athlete degrees conferred in a four-year period (200%+ increase).



- Negotiated department-wide multi-year partnership with Adidas.
- Designed, campaigned, and successfully won student fee referendums (Athletics, Campus Recreation twice); developed financial plan.
- Successfully launched beach volleyball (FY 2017).
- 300+% increase in corporate sponsorship revenues.

Vice President for Institutional Advancement

- Launched *Javelina Pride* marketing campaign to springboard enrollment growth (fastest growing public doctoral institution in nation, FY 2016, FY 2017, *Chronicle of Higher Education*).
- University web site re-design.
- Development of Alumni & Friends *Bell Tower* (monthly e-newsletter)
- University Experts List, *Javelina Pride* micro site, *Javelina Today* (University Magazine, 3 yearly editions, 42,000 recipients), *Javelina for Life* (annual giving and volunteer engagement).
- Record University giving in non-campaign years (FY 2011, 2012).
- \$2M upgrade to Javelina Stadium (field turf playing surface and synthetic track).

Director of Athletics

- Curriculum development/approval, B.S. Kinesiology-Sport Management.
- Development of department strategic, business and women's sport program expansion plans (Women's Golf, Women's Tennis).
- Implementation of multi-year contractual agreements (head coaches).
- Passage of student-athletic fee referendum (FY 2009); Receipt of NCAA II Strategic Alliance Grant (2009).
- Development of online giving, ticketing and web store.
- Repackaging of annual giving and corporate sponsorship programs that yielded a 200% increase in revenues.
- Negotiation and launch of department licensing program.

Fairmont State University

February 2005 – August 2007

Director of Athletics

- Curriculum development/approval, B.S. Sport Management.
- Re-development of department mission and vision.
- Scholarship increases in excess of \$500,000.
- \$1.6M in facility upgrades to Feaster Center/Joe Retton Arena.
- \$1.6 M synthetic turf upgrade to Duvall-Rosier Field.
- \$250,000 upgrade (surface expansion; lights) to practice field.
- A facility sharing, re-construction and construction initiative with Marion County Schools.
- Re-development of FSAA (Fairmont State Athletic Association) annual giving program.
- Re-design of FSAA/FSU Athletic Hall of Fame.

Dakota Wesleyan University

August 2000 – February 2005

Director of Athletics

- Recognized by NAIA as one of nation's top two introductions of *Champions of Character* (2001). NAIA Champions of Character Institution (2001-04).



- Department expansion/re-organization that included full-time head coaches in each sport program.
- Launch of men's and women's soccer (2005).
- Implementation of term contractual agreements.
- Coaches' Code, Code of Ethics, Student-Athlete Code
- Scholarship increases in excess of \$400,000.
- Developed and launched S.T.A.R.S Center (Student-athletes Taking Academic Responsibilities Seriously).

Virginia Military Institute

December 1994 – July 2000

Head Baseball Coach

- Comprehensive oversight and leadership of intercollegiate baseball program, including 2 assistant coaches.
- Practice organization, eligibility, compliance, recruiting, retention, fundraising, fiscal management.
- All-time baseball wins leader upon departure.
- Development of 9 All-Southern Conference selections, 2 All-State selections, 4 Academic All-American Selections, 9 Professional draft picks/free agent selections, VMI's first Major League player.
- 26 team and individual records established.
- SoCon Baseball Tournament, Executive Committee (2000).
- Successful completion of VMI Baseball Endowment Campaign (\$2.5 million).

Radford University

June 1987 – December 1994

Head Baseball Coach

- Comprehensive oversight and leadership of intercollegiate baseball program, including 1 assistant coach.
- Practice organization, eligibility, compliance, recruiting, retention, fundraising and fiscal management.
- All-time baseball wins leader upon departure.
- Development of 21 All-Big South selections, 6 All-State selections, 7 All-Tournament selections, 13 Professional draft picks/free agent selections, RU's first Major League player, 1 Freshman All-American.

University of Virginia

August 1983 – June 1987

Assistant Baseball Coach

- Infield coach.
- Recruiting coordinator.
- Strength and conditioning coordinator.
- Instructor, Student-athlete Competitive Training Program (6-week program for incoming athletes with a focus on the social-psychological aspects of major college athletics).



FIRM HISTORY

Originally founded in 2007 by former U.S. Senator Connie Mack and firm President Jennifer J. Green, Liberty Partners of Tallahassee, LLC is a boutique firm specializing in the development and implementation of successful strategies for corporate, non-profit, and trade association clients.

Liberty Partners is a State of Florida Certified Woman-Owned Business and comprised of a group of dedicated professionals with diverse experiences, skills and relationships that bolster our clients and their ability to succeed. Each member of the firm is well respected with strong, long-term working relationships within state and local government, the business, and the advocacy community.

With more than 70 years of combined experience in state and local government, including positions as a chief lobbyist and deputy executive director for a top 10 statewide professional organization, director of multiple state agencies' legislative affairs department, a chief legislative aide to legislators in both the Florida Senate and House of Representatives, former staff members from two Presidential, Gubernatorial and State Senate Campaigns, our team is equipped to meet your needs. The Liberty Partners team has more than a decade of successful private consulting experience for Fortune 500 companies, trade and professional associations, not-for-profits and public and private-sector interests.

We pride ourselves on the fact that every member of the Liberty Partners team adheres to explicit standards of conduct in dealing with public officials, clients, and association leadership and members. In fact, the President of the firm has earned and maintained the Certified Association Executive (CAE) designation that, since inception in 1960, is only held by less than 5,000 association professionals nationwide.

FIRM EXPERIENCE

Our firm has represented clients ranging from large corporate entities to statewide trade and professional associations and governmental entities. Through a combination of highly personalized service, practical government and private sector experience, and total commitment to our client's objectives, we reach the highest levels of success. Liberty Partners has developed and maintained winning client strategies yielding year-round impact and a positive financial position since opening the firm's doors. A guiding principle of our firm's philosophy is to only service a manageable stable of clients on a year-round basis to prevent any possible conflicts of interest among clients. **Most importantly, our firm's philosophy is to only service a manageable stable of clients to prevent any possible conflicts of interest among clients and to prevent our team from being stretched too thin to properly serve our clients.**

We have worked with a wide range of clients and because of this diversity we have received recognitions and gained some of our unique qualifications that include the following:

- Our firm is an Investor in Florida's Great Northwest (FGNW), Opportunity Florida, and the Florida Rural Economic Development Association (FREDA).



- Our firm President has been a frequent speaker at the FREDA Rural Summit and other similar events.
- Our firm is one of the only governmental consulting firms that offers our clients both direct lobbying for state appropriations and grant writing, grant management and grant compliance both at the state and federal level.
- Our President has been named by the National Institute for Lobbying & Ethics (NILE) as one of the Top 75 Lobbyists in 2020 nationwide.
- Our firm was named in 2018 as one of Florida State University's Seminole 100 – the 100 fastest growing businesses owned by Florida State University Alumni.
- All principals have earned the Designated Professional Lobbyist (DPL) credential from the Florida Association of Professional Lobbyists.
- Our President was awarded the Ken Plante Founder's Award by the Florida Association of Professional Lobbyists for ethical and professional leadership.
- Our President was awarded the Disruption Lobbyist of the Year and a Golden Rotunda Award by *Influence Magazine*.
- Our President has been recognized for her work as a lobbyist by *Florida Trend Magazine*.
- Our firm members have served on the boards and foundations of the Florida Association of Professional Lobbyists and the Florida Society of Association Executives.
- Our firm members have been featured speakers at many educational, local, and statewide events.
- Our firm is one of only a handful of women-owned governmental consulting firms in the state.
- Our firm members have worked on issues for trade and professional associations for nearly 25 years.



FIRM ACCOMPLISHMENTS

The following projects represent client successes over the last several years.

City of DeFuniak Springs: Since being engaged in 2019, our consulting services have included securing **\$3.3 million** in grants and state appropriations from the Florida Legislature. Much of our efforts have centered around the expansion of their municipal airport, the only airport in Walton County. This has included funding for the extension of their runway to serve the new terminal being constructed. The Legislature funded the DeFuniak Springs Airport Runway Extension for **\$650,000** and **\$1 million** for the taxiway and access road. We have also made efforts to recruit industries to airport to support this expansion and bring jobs to the City of DeFuniak Springs.

City of Freeport: The City of Freeport in Walton County was recently recognized as the fastest-growing City in the State of Florida. Since being engaged in 2019, our consulting services have included securing **more than \$15 million** for the City of Freeport. In the Legislature's last two FY budgets, the Marquis Way Connector Road/SR-20 Bypass Road to US 331 was funded for a total of at **\$7.25 million**. The project is one of the most important and truly transformational projects in the area for the next several decades. This roadway is critical for the growth of the region to alleviate traffic congestion throughout the City. The City has also identified several water projects needed to ensure sufficient resources for residents. Without this needed additional wastewater treatment capacity, the region will be unable to realize the direct economic opportunities that are on the horizon. Our efforts to advocate for the City recently included funding for the U.S. Hwy. 331 South Water and Sewer Utility Improvements for **\$2 million**. This project will provide for the infrastructure needed to support their needs for many years to come.

City of Milton: The firm has advocated and received **over \$2.5 million** in funding from the Florida Legislature for the North Santa Rosa Regional Water Reclamation Facility (NSRRWF). The City of Milton has been operating a wastewater system in Santa Rosa County since the 1960s. The franchise area covers the entire central region of the county, including key regional economic assets, including the Naval Air Station Whiting Field. Because of the current wastewater capacity limitation, the City commissioned the design and permitting of a new wastewater treatment facility in 2009. The City has been hard at work seeking matching funds to complete this \$51 million project. Since being engaged in 2017, our consulting services have included securing **more than \$5 million** in appropriations for the City of Milton.

Holley-Navarre Water System - \$10 million from the Northwest Florida Water Management District: Stakeholders of the South Santa Rosa Reuse project include our client the Holley-Navarre Water System (HNWS), Santa Rosa County, City of Gulf Breeze, the Northwest Florida Water Management District (NFWMD) and the Florida Department of Environmental Protection. The collaborative project was the direct result of conversations we facilitated between the HNWS and NFWMD and was developed based upon a three-party Memorandum of Understanding executed in 2020 to expand reclaimed water in South Santa Rosa County. The estimated \$30 million project is composed of four phases that aim to connect the three water utility systems. Phases I and II provide for necessary wastewater infrastructure and eliminates discharges into Santa Rosa Sound and include construction of Rapid Infiltration Basins (RIBs) on land leased from Eglin Air Force Base, reclaimed water transmission lines, and improvements to the HNWS Wastewater Treatment



Plant. Phases III and IV operationalize beneficial reuse and include construction of transmission lines and other improvements designed to create capacity for an additional 1.4 million gallons per day of beneficial reuse.

Holmes County Board of County Commissioners: In 2022, the County received **\$4 million** through Legislative Appropriations the Holmes County Governmental Efficiency Center. The existing facility has been condemned for the last five years following damage from Hurricane Michael, leaving the County without sufficient space to hold large community events. The funding from the Legislature provided the County with the ability to purchase the property where the current Agriculture Center is located. Additionally, the project would fund for the construction of a new Agriculture Center and renovations for the Holmes County Sheriff's Office and Emergency Management Services. We are providing the management for this large project, one of the largest being administered by the Florida Department of Commerce.

The firm has numerous other successes related to our work with entities and is available to discuss those in detail.

FIRM PHILOSOPHY

What sets Liberty Partners apart from other firms is our personal attention and individualized client strategy. Each client receives one hundred percent focus and communication. Day or night, no client call goes unreturned. Bottom line - we solve problems. Liberty Partners of Tallahassee has a simple and proven philosophy based upon several fundamental attributes that have contributed to the effectiveness of our firm.

- Experience - Our firm provides a broad range of experience, with all of the tools necessary to provide successful outcomes to meet our clients' overall goals. We are truly a 'one stop' shop. Our collective experience and expertise in a wide variety of areas allows us to be an all-purpose firm for our clients.
- Access - The Liberty Partners of Tallahassee team can access all levels of government in the State of Florida as well as with the Florida Congressional delegation. When action is needed, we provide the team who can get the job done in a fast-paced and ever-changing environment.
- Diversity - Our team is comprised of professionals with diverse experiences, skills and relationships which bolster our clients and their ability to succeed. Each member of the firm is dedicated to solving your problems. Every member of our team is always available to work for any client. We offer the personal attention that is only possible with a truly collegial group committed to delivering the highest quality of service. Most importantly, our firm's philosophy is to only service a manageable stable of clients to prevent any possible conflicts of interest among clients and to prevent our team from being stretched too thin to properly serve our clients.
- Depth - Each team member has the background to navigate complicated matters by concentrating on personal contact and attention to detail. There is no substitute for hands-



on expertise when creating strategy and negotiating with stakeholders on behalf of our clients.

- **Connection** – Our team members have the skills to dig deep into our client’s issues and determine the best course of action to achieve results. We connect with those we serve and have what many of our client’s say is “skin in the game”. Most of all, we are there every step of the way.

In addition to these components, our firm displays effective and appropriate office practices. With a track record of working with Federal, state, and local officials, as well as other stakeholders, our team uses every resource available to adequately meet client goals and objectives. These overall characteristics, combined with extensive knowledge of association management, puts our firm in a solid position to further Levy County’s interests.

CLIENTS TRUST OUR FIRM

Successful representation at all levels requires hard work, dedication, and a commitment to what is in the best interest of our clients. Do not take our word for it, see for yourself who has trusted their efforts with Liberty Partners of Tallahassee. A list of our current and previous consulting clients in Florida include:

8minutenergy Renewables (2016-2019)
AAA Scholarship Foundation, Inc. (2014-2020)
Advanced Energy United (2015-2023)
Advanced Mobile Filtration Services, LLC (2020)
Alliance to Prevent Legionnaires Disease (2020)
American Association of Diabetes Educators (2014-2018)
American Diabetes Association (2019)
AT&T (2007-Present)
Auto Care Association/Automotive Oil Change Association (2015-2017)
Best Buy Purchasing, LLC (2018-2019)
Callery-Judge Grove (2007-2009)
City of Chipley (2021-Present)
City of DeFuniak Springs (2019-Present)
City of Freeport (2019-Present)
City of Fruitland Park (2020-2022; non-lobbying grant writing)
City of Milton (2016-Present)
Coalition to Protect Florida's Economy (2007-Present)
Connected Nation (2007-2008 non-lobbying consulting)
Dayspring Village (2018)
Disaster, Strategies & Ideas, LLC (2013-2014)
Ebro Greyhound Park (2012-2013)
Environmental Defense Fund (2007-2009)
Expedia, Inc. (2007-Present)
Family Healthcare Centers of Southwest Florida (2007-2009)
Florida Archaeological Preservation Association (2016)



Florida Assisted Living Association (2019-Present)
Florida Attractions Association (2014-Present)
Florida Chamber of Commerce (2016-Present)
Florida Institute of Certified Public Accountants (2006-Present)
Florida Justice Reform Institute (2013-2014, 2017-2018)
Florida Panhandle Natural and Cultural Resources Association (2020-2021)
Florida Power & Light Company (2007-2009)
Florida Quarter Horse Racing Association (2017-2018)
Florida Restaurant & Lodging Association (2016-2018; non-lobbying consulting)
Florida Sheriffs Association (2018-Present)
Franklin County Sheriff's Office (2018)
H2O Applied Technologies (2008-2009 non-lobbying consulting)
Holley-Navarre Water Systems (2019-Present)
Holmes County Board of County Commissioners (2018-Present)
HomeAway (2014-Present)
Humana, Inc. (2008-2017)
IAC/Interactive Corporation (2007)
Jobs for Florida's Graduates (2018-Present)
KPMG (2013-2016)
Leukemia and Lymphoma Society (2008-2013)
Lutheran Services Florida (2019-Present)
Madison County Board of County Commissioners (2022-Present)
Nassau County Board of County Commissioners (2021-Present; non-lobbying grant writing)
National Coalition for Public School Options (2015-Present)
New Life Family Therapy, Inc. (2021; non-lobbying grant writing)
NoCasinos.org (2013-Present)
Pensacola Shipyard Boatyard and Marina (2019-Present)
Prestige Health Choice (2008-2009)
Recording Industry Association of America (2007-2011)
Resource International (2007-2008)
Scent Evidence K-9 (2018-Present)
Shell Oil / Arctic Exploration Education (2012-2016)
Stanwood Boom Works (2010-2011)
State Farm Insurance (2015-2016)
Suwannee County Board of County Commissioners (2022-Present; non-lobbying grant writing)
Uber Technologies (2013-Present)
Vestagen Technical Textiles (2009-2010)
VRBO (2015-Present)
Walton County Sheriff's Office (2018-Present)
Wexford Health Sources (2015-2017)



LOCAL GOVERNMENT CLIENT REFERENCES

The key to successful efforts on behalf of any client begins with a solid foundation and strong reputation among lawmakers, Legislative and Executive Branch staff, agency staff, other clients and fellow consultants. Liberty Partners gives consent to the County to contact any or all of these clients. A full list of our clients can be at www.libertypartnersfl.com.

Holmes County Board of County Commissioners

**The scope of services for the County includes lobbying for appropriations and to utilize our expertise to properly manage, report, and comply with grants the County applies for.*

- Earl Stafford – Commission Chairman
- Telephone – (850) 547-1119
- Email - earlstafford52@gmail.com

Madison County Board of County Commissioners

**The scope of services for the County includes lobbying for appropriations and to utilize our expertise to properly manage, report, and comply with grants the County applies for.*

Sherilyn Pickels – County Manager

Telephone – (850) 973-3179

Email – admin@madisoncountyfl.com

Nassau County Board of County Commissioners

**The scope of services for the County includes utilizing our expertise in grant applications to obtain funding for identified county priorities, and assisting the County in managing existing agreements, as requested.*

Marshall Eyerman – Assistant County Manager

Telephone – (904) 530-6010

Email – meyerman@nassaucountyfl.com

City of Chipley

**The scope of services for the City includes seeking funding for city projects and overall legislative representation.*

- Tracy Andrews – Mayor
- Telephone – (850) 638-6350
- E-mail – TAndrews@cityofchipley.com

City of Freeport

**The scope of services for the City includes economic development, seeking funding for city projects, and overall legislative representation.*

- Mark Martin – City Manager
- Telephone – (850) 835-2822
- E-mail – citymanager@freeportflorida.gov

*Other for-profit and statewide association client references are available upon request.



TAB 4: PRICE PROPOSAL

Liberty Partners of Tallahassee, LLC proposes a retainer fee of \$50,000 for 12 months or \$4,166 per month, with a 30-day cancellation clause. This fee shall include all expenses associated with this engagement and the scope of services outlined in the RFP and will be applied to any contract extensions. The firm can also provide grant research, grant writing and grant management services under a separate fee schedule.

Our firm offers clients a straightforward, one-page contract renewal option on a six month or annual basis. The firm is open to working with the County to develop a fee and scope of services that fits the County's budgetary requirements.



TAB 5: FORMS AND OTHER REQUIRED INFORMATION





LEVY COUNTY BOARD OF COUNTY COMMISSIONERS
 PROCUREMENT DEPARTMENT
 P.O. BOX 310
 310 SCHOOL STREET
 BRONSON, FL 32621
 PHONE: (352) 486-5218 EXT. 2
 FAX: (352) 486-5167
 EMAIL: TRETHERWAY-ALI@LEVYCOUNTY.ORG

COVER PAGE

RFP_2024_001 – STATE LOBBYIST SERVICES

LAST DAY FOR QUESTIONS: 10/24/2023 – 4:00 PM

DUE DATE: 10/31/2023 – 2:00 PM Est.

SUMMARY SCOPE: The County is seeking proposals from qualified firm(s) to work collaboratively with the County Commission, County Coordinator, and County staff to represent the interests of the County before the Florida Legislature, its Committees and Members, and the Executive Branch of the State government including the Governor, Cabinet and State Agencies.

SUBMITTAL OF PROPOSAL: Levy County only accepts electronic submittals through "E-Bidding" on the DemandStar platform, www.DemandStar.com. In order to submit a proposal in response to this solicitation the proposer must be registered with DemandStar.


For questions relating to this proposal, contact Ali Tretheway, Procurement Coordinator at [Tretheway-ali@levycounty.org](mailto:ali@levycounty.org).

ITEMS THAT MUST BE INCLUDED WITH PROPOSAL: Submitting an incomplete document may deem the proposal non-responsive, causing rejection. Please check each box for each item submitted with proposal. Prior to submitting my proposal, I have verified that all forms are attached and are considered as part of my proposal:

- COVER PAGE
- COVER LETTER
- PROJECT UNDERSTANDING & APPROACH
- PROJECT TEAM, PAST EXPERIENCE & WORKLOAD
- PRICE PROPOSAL
- FORMS AND OTHER REQUIRED INFORMATION

Company Name: LIBERTY PARTNERS OF TALLAHASSEE, LLC
 Name: JENNIFER J. GIZEN
 Address: P.O. BOX 390
 Mailing Address (if different): _____
 Email (Required): OFFICE@LIBERTYPARTNERSFL.COM
 Telephone: 950-841-1726 FEIN: 27-1494189

By signing this form, I acknowledge I have read and understand, and my firm complies with all General Conditions and requirements set forth herein:

SIGNATURE OF AUTHORIZED REPRESENTATIVE: 
 DATE SUBMITTED: 10/31/2023

THIS DOCUMENT MUST BE COMPLETED AND RETURNED WITH YOU SUBMITTAL

PROPOSAL SIGNATURE FORM

The undersigned attests the authority to submit this proposal and to bind the proposer herein named to fully perform in accordance with the Request for Proposals (the "RFP"), if the proposer is awarded a contract by the County. The undersigned further certifies they have read the entire RFP package, and any other documentation relating to the RFP, and that this proposal is submitted with full knowledge and understanding of the requirements contained therein.

Proposer is an (please check one):
INDIVIDUAL
PARTNERSHIP
CORPORATION
JOINT VENTURE
LLC

Name: LIBERTY PARTNERS OF TALLAHASSEE, LLC

Primary Office Address: 113 E. COLLEGE AVE., SUITE 400

City, State, Zip: TALLAHASSEE, FL 32301

Address (Servicing Levy County if Different from Above): (SAME)

Email Address: OFFICE@LIBERTYPARTNERSFL.COM

Name/Title of Levy County Rep: JENNIFER T. GREEN, PRESIDENT & CEO

Telephone: 850/528-9809 Fax: 850/841-1726


Signature:  Date: 10/27/2023

Is Proposer a small or minority business, women's business enterprise, or labor surplus area firm?
 Yes No (Check which is applicable)

Cost/Fee Proposal (attached) Yes No

Addenda are considered a binding part of the RFP and it is critical each proposer acknowledge receipt of same. Your proposal may be considered non-responsive if receipt of addendum is not acknowledged below.

Receipt of Addenda Acknowledged:

Addendum No. 001 Dated 10/23/2023 Signature 
Addendum No. _____ Dated _____ Signature _____
Addendum No. _____ Dated _____ Signature _____



October 31, 2023

Levy County Board of County Commissioners
310 School Street
Bronson, FL 32621

RE: RFP No. 2024-001 – State Lobbyist Services

To Whom It May Concern:

On behalf of Liberty Partners of Tallahassee, LLC and in response to items 3 and 4 under Tab 5 of the above referenced RFP, please accept the following statements:

- Liberty Partners of Tallahassee, LLC is a financially stable organization in continuous operation for over 16 years with no current or prior bankruptcy proceedings.
- Liberty Partners of Tallahassee, LLC has no prior or current bankruptcy proceedings.

Please do not hesitate to contact me on my mobile at (850) 528-8809 or via email at jennifer@libertypartnersfl.com should you have any additional questions or require additional information.

Sincerely,

A handwritten signature in black ink that reads "Jennifer J. Green". The signature is fluid and cursive, with the first name being the most prominent.

Jennifer J. Green, CAE, DPL
President & CEO



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/3/2023

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 have ADDITIONAL INSURED provisions or 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 Demont Insurance Agency, Inc. 3375-I Capital Circle NE Tallahassee FL 32308	CONTACT NAME: Graham Demont PHONE (A/C, No, Ext): 850-942-7760 E-MAIL ADDRESS: documents@demontinsurance.com	FAX (A/C, No): 850-942-7760
	INSURER(S) AFFORDING COVERAGE	
INSURED Liberty Partners of Tallahassee, LLC PO Box 46 Tallahassee FL 32302	INSURER A: Valley Forge Insurance Company NAIC # 20508	
	INSURER B: Continental Casualty Company NAIC # 20443	
	INSURER C: Associated Industries Insurance Company NAIC # 23140	
	INSURER D: Certain Underwriters At Lloyds	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 1073421686

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 INSD	SUBR 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 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			6024757710	3/25/2023	3/25/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			6024757710	3/25/2023	3/25/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			6024760266	3/25/2023	3/25/2024	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			AWC1192627	3/2/2023	3/2/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liability			MPL4903691.23	8/20/2023	8/20/2024	Aggregate 1,000,000 Each Claim 1,000,000

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

CERTIFICATE HOLDER**CANCELLATION**

For Insurance Purposes

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

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[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Limited Liability Company
LIBERTY PARTNERS OF TALLAHASSEE, LLC

Filing Information

Document Number L09000118906
FEI/EIN Number 27-1494189
Date Filed 12/15/2009
State FL
Status ACTIVE

Principal Address

3093 HUGO LN
TALLAHASSEE, FL 32311

Changed: 06/15/2020

Mailing Address

P O BOX 46
TALLAHASSEE, FL 32302

Registered Agent Name & Address

GUNN, MARSHALL DJR
4887 BELFORT ROAD
SUITE 201
JACKSONVILLE, FL 32256

Address Changed: 04/18/2022

Authorized Person(s) Detail

Name & Address

Title MGRM

FROG DOG, INC
P O BOX 46
TALLAHASSEE, FL 32302

Title President

Green, Jennifer J
PO Box 390
Tallahassee, FL 32302

2023 FLORIDA LIMITED LIABILITY COMPANY ANNUAL REPORT

DOCUMENT# L09000118906

Entity Name: LIBERTY PARTNERS OF TALLAHASSEE, LLC

Current Principal Place of Business:

3093 HUGO LN
TALLAHASSEE, FL 32311

Current Mailing Address:

P O BOX 46
TALLAHASSEE, FL 32302

FEI Number: 27-1494189

Certificate of Status Desired: Yes

Name and Address of Current Registered Agent:

GUNN, MARSHALL DJR
4887 BELFORT ROAD
SUITE 201
JACKSONVILLE, FL 32256 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE:

Electronic Signature of Registered Agent

Date

Authorized Person(s) Detail :

Title	MGRM	Title	PRESIDENT
Name	FROG DOG, INC	Name	GREEN, JENNIFER J
Address	P O BOX 46	Address	PO BOX 390
City-State-Zip:	TALLAHASSEE FL 32302	City-State-Zip:	TALLAHASSEE FL 32302

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am a managing member or manager of the limited liability company or the receiver or trustee empowered to execute this report as required by Chapter 605, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: JENNIFER J GREEN

PRESIDENT

03/02/2023

Electronic Signature of Signing Authorized Person(s) Detail

Date

DRUG FREE WORKPLACE FORM

DRUG-FREE WORKPLACE: Levy County is a Drug-Free Workplace. It is strongly suggested that the attached Drug-Free Workplace Form be signed and returned to this office with the proposal.

The undersigned Proposer in accordance with Section 287.087, Florida Statutes, hereby certifies that the Proposer LIBERTY PARTNERS OF (name of firm or individual) does:

TALLAHASSEE, LLC

1. Publish a statement notifying employees that the unlawful manufacture, distributions, 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 dangers of drug abuse in the workplace, the business’s policy of maintain a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
 3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
 4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, 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 Chapter 893 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.
 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. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.
- As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

NAME OF PROPOSER:

Signature: JENNIFER J. BRUNN

Title: PRESIDENT & CEO

Date: 10/27/2023

NON-COLLUSION AFFIDAVIT

I, JENNIFER J. GREEN of the County of LEON

According to law on my oath, and under penalty of perjury, depose and say that:

1. I am PRESIDENT & CEO AND OWNER of the firm of LIBERTY PARTNERS OF TALLAHASSEE, LLC providing this proposal in response to the RFP for State Lobbyist Services, and that I executed the said proposal with full authority to do so.
2. This response has been arrived at independently without collusion, consultation, communication or agreement for the purpose of restricting competition, as to any matter relating to qualifications or responses of any other responder or with any competitor; and no attempt has been made or will be made by the responder to induce any other person, partnership or corporation to submit, or not to submit, a response for the purpose of restricting competition;
3. The statements contained in this affidavit are true and correct, and made with full knowledge that Levy County relies upon the truth of the statements contained in this affidavit in awarding any contract for any services resulting from this RFP.

[Signature]
Signature of Proposer Representative

10/31/2023
Date

STATE OF: FL

COUNTY OF: Leon

Sworn to (or affirmed) and subscribed before me by means of physical presence or online notarization, this 31 day of October, 2023, by Jennifer Green (name), as President, CEO owner (title) for Liberty Partners (name of proposer). Personally known OR Produced Identification (type of identification)

[Signature]
NOTARY PUBLIC

My Commission Expires: April 1, 2025



CONFLICT OF INTEREST DISCLOSURE STATEMENT

The award hereunder is subject to the provisions of Chapter 112, Florida Statutes. All proposers must disclose with their proposals or bids the names of: (1) any officer, director, employee or agent of proposer is also an officer or an employee of the Levy County Board of County Commissioners; (2) any officer, partner, director or proprietor of the proposer is the spouse or child of one of the members of the Levy County Board of County Commissioners; (3) any County officer or employee who owns, directly or indirectly, an interest of five percent (5%) or more in the proposer or any of its branches or affiliates; (4) any employee, agent, lobbyist, previous employee of the Board, or other person, who has received or will receive compensation of any kind in connection with the response to this RFP.

All proposers are also required to include a disclosure statement of any potential conflict of interest that the proposer may have due to other clients, contracts, or interest associated with the performance of services under this RFP and any resulting agreement. Use additional sheets if necessary.

(1) Names of Officer, Director, Employee or Agent that is also an Employee of the Board:

(2) Names of Officer, Partner, Director or Proprietor who is spouse or child of Board Member:

(3) Names of County Officer or Employee that owns 5% or more in Proposers firm:

(4) Names of applicable person(s) who have received compensation:

Description of potential conflict(s) with other clients, contracts or interests:

NOT APPLICABLE - NONE.

Check here if none of the above are applicable:

Signature:  Printed Name: JENNIFER J. GREEN

Proposer Name: LIBERTY PARTNERS OF TALLAHASSEE, LLC

Date: 10/27/2023

State of Florida

Woman Business Certification

Liberty Partners of Tallahassee, LLC

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:

7/13/2022 to 7/13/2024



J. Todd Inman
Florida Department of Management Services



Company Information

Change Your Password

Company Information

Contacts & Locations

Commodity Codes

The Office of Supplier Diversity (OSD) is a specialized team within the Division of State Purchasing that helps improve business opportunities for Florida-based woman-, veteran-, and minority-owned small businesses. Their office works with eligible business owners to process and grant CBE certifications and ensure business owners are informed of certification benefits.

Click [here](#) for more information on CBE benefits and eligibility requirements.

Are you seeking a certification as a woman-, veteran-, and/or minority-owned business from the Office of Supplier Diversity (OSD)?

Yes No

Women-Owned Designation

Yes No

Veteran-Owned Designation

Certification Status: Certified
Certification Date: July 13, 2022
Expiration Date: July 13, 2024

Current CBE Designations

Woman-Owned Designation: YES
Veteran-Owned Designation: NO
Minority-Owned Designation: NO



[Download Certificate](#)



VENDORS ON SCRUTINIZED COMPANIES LISTS

By executing this Certificate, the bid proposer, certifies that it is not: (1) listed on the Scrutinized Companies that Boycott Israel List, created pursuant to section 215.4725, Florida Statutes, (2) engaged in a boycott of Israel, (3) listed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to section 215.473, Florida Statutes, or (4) engaged in business operations in Cuba or Syria. Pursuant to section 287.135(5), Florida Statutes, the County may disqualify the bid proper immediately or immediately terminate any agreement entered into for cause if the bid proposer is found to have submitted a false certification as to the above or if the Contractor is placed on the Scrutinized Companies that Boycott Israel List, is engaged in a boycott of Israel, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, during the term of the Agreement. If the County determines that the bid proposer has submitted a false certification, the County will provide written notice to the bid proposer. Unless the bid proposer demonstrates in writing, within 90 calendar days of receipt of the notice, that the County's determination of false certification was made in error, the County shall bring a civil action against the bid proposer. If the County's determination is upheld, a civil penalty shall apply, and the bid proposer will be ineligible to bid on any Agreement with a Florida agency or local governmental entity for three years after the date of County's determination of false certification by bid proposer.

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

DATE:

10/27/2023

SIGNATURE:



COMPANY:

LIBERTY PARTNERS
OF TALLAHASSEE, LLC

NAME:

JENNIFER J. GREEN

(Typed or Printed)

ADDRESS:

P.O. BOX 390
TALLAHASSEE, FL
32302

TITLE:

PRESIDENT & CEO

E-MAIL:

OFFICE @ LIBERTYPARTNERSFL.COM


PHONE NO.:

050 | 841-1726 (O)
050 | 528-8809 (M)

CONTRACT EXCEPTION FORM

Any proposer who requires/requests revision(s) to the Form of Contract (contained in Section III of this RFP) must submit this completed Contract Exception Form during the Question portion of the RFP process. The County is under no obligation to grant any exceptions and proposals that are contingent on exceptions to the Contract being granted will not be accepted. If an exception is rejected by the County and the proposer subsequently submits a proposal, the proposer is deemed to have waived their request for a Contract exception.

Request for revision to Form of Contract
Identify the specific Contract provision(s) that Proposer takes exception to:
NONE
Explain the specific revision(s) that are being requested (such as, delete the provision or modify it to state. . . .)
NONE

Signature:  Printed Name: JENNIFER J. GREEN
Proposer Name: LIBERTY PARTNERS OF TALLAHASSEE, LLC
Date: 10/31/2023

VENDOR INFORMATION SHEET

DATE: 10/27/2023

COMPANY NAME: LIBERTY PARTNERS OF TALLAHASSEE, LLC

PHYSICAL ADDRESS: 113 E. COLLEGE AVE., SUITE 400, TALLAHASSEE, FL
32301

MAILING ADDRESS: P.O. BOX 390

CITY: TALLAHASSEE STATE: FL ZIP: 32302

TELEPHONE NUMBER: 850 | 841-1726 (O) , 850 | 528-8809 (M)

FAX NUMBER: 850 | 841-7097

TOLL FREE NUMBER: N/A

EMAIL: OFFICE@LIBERTYPARTNERSFL.COM

FEID NUMBER: 27-1494189 OR SSN: N/A

CONTACT PERSON: JENNIFER J. GRAEN

TITLE: PRESIDENT & CEO

CONTACT NUMBER: 850 | 528-8809



The information requested above is necessary to update our files or to add your name to the County's vendor list. You are a vital part of the operation of Levy County and we want to thank you for your support. The information on this form will allow us to pay you for the goods and/or services we have received in a timely manner and give us the ability to contact the necessary person in case there is a problem or question in processing.

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.		
	2 Business name/disregarded entity name, if different from above		
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>	
	5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)	
	6 City, state, and ZIP code		
	7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number													
				-					-				
or													
Employer identification number													
				-									

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶ _____
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

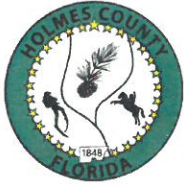
An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



**HOLMES COUNTY
BOARD OF COUNTY COMMISSIONERS**

**107 E Virginia Ave, Bonifay, FL 32425
850-547-1119 office/850-547-4134 fax
www.holmescountyfl.org**

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District 3
EARL STAFFORD
District 4
CLINT ERICKSON
District 5

October 30, 2023

Levy County Board of County Commissioners
Levy County Courthouse
310 School Street
Bronson, FL 32621

RE: Liberty Partners of Tallahassee, LLC – Letter of Recommendation

Chairman Brooks:

On behalf of Holmes County, I would like to express my support and recommendation for Liberty Partners of Tallahassee and attest to their great work for Rural Florida.

For the past five years, Liberty Partners has served as a valuable consulting partner for state legislative appropriations and grant project funding acquisition efforts in Holmes County. Without fail, their team consistently delivers on important County priorities from a wide array of sources, for projects ranging from emergency repairs to our jail to historic construction infrastructure improvements at our Agriculture Center.


As a designated rural area, Holmes County faces many of the same challenges present in Levy – a growing population and increasing infrastructure expenses concurrent with a historically lower tax base, the need for additional infrastructure to maintain the culture and charm present in historic areas, and the desire to attract significant job creating opportunities within the near future.

Liberty Partners has committed to serving our needs and is able to utilize over 70 years of combined experiences, skills, and relationships related to statewide lobbying and grant writing. These services have been invaluable to our county and assisted us in achieving many of our top priorities.

Therefore, on behalf of Holmes County, I would like to whole-heartedly recommend to you Liberty Partners based on the reasons stated above.

If you have any questions, don't hesitate to contact me at hcc@holmescountyfl.org or by phone at (850) 481-6869.

Sincerely,


David Corbin
County Manager
Holmes County Florida