

# CAS Governmental Services, LLC

"Communications Advocacy Specialists"

36910 3<sup>rd</sup> Street, Post Office Box 35

Canal Point, Florida 33438-0035

561-924-7702

This Agreement is by, and between, The Town of Pembroke Park, hereinafter referred to as the TOWN and the consulting firm, CAS Governmental Services, LLC, hereinafter referred to as CASGS.

**Whereas**, the Town seeks to engage the services of an individual or firm to seek special Legislative Appropriation Funding and to represent designated legislative issues in Tallahassee during the Legislative Session and Committee Weeks. This service will be with respect to issues, special funding and/or appropriations relating to The Town of Pembroke Park.

**SERVICES:** CASGS will provide the following services: Assist with the preparation and completion of the TOWN'S Legislative Priorities; Prepare for Committee Weeks and Legislative Session; Provide full-time representation in Tallahassee during scheduled Committee Weeks and during Legislative Session including the Conference process; Assist with the preparation and completion of the House and Senate Legislative Appropriation Funding Request forms for the TOWN'S approved projects; Submit the TOWN'S approved House and Senate Legislative Appropriation Funding Request projects prior to House and Senate deadlines; Monitor the House and Senate appropriation processes; Prepare and submit House Attestation documentation per House Rules; Prepare and provide talking points and background information to Legislators for presentation of the TOWN'S approved Appropriation projects; Meet with House and Senate Legislators, Committee Chairs, Committee Members and Leadership in Tallahassee throughout Committee Weeks, the Legislative Session including the Conference process; Track legislation being filed and presented during Committee Weeks and throughout the Legislative process; Attend House and Senate Subcommittee and Committee meetings as scheduled and provide testimony, as requested and as appropriate; Address requests from the Governor's office, the Senate and House; Coordinate and work with State government officials as necessary; Schedule appointments with Representative and/or Senators, and Staff, as requested; Advise the TOWN of issues that surface during Committee Weeks and Legislative Session that may affect the TOWN; Advise the TOWN of issues that surface during Committee Weeks and Legislative Session which the TOWN could lend its support; Monitor the Governor's action for signing/vetoing of bills, legislation and budget items; Report findings to the Town Manager or designee.

### NO CONTINGENCY FEES:

- No Contingency Fees: Both the TOWN and CASGS fully understand and accept that payment of fees herein is not contingent upon the outcome or success of professional lobbying services. In accordance with Florida Statutes, no contingency fee or performance-based fee is agreed to by either the TOWN or CASGS, nor will any contingency fee be paid by the TOWN or received by CASGS for any of the herein described services.

### COMPENSATION:

- CASGS shall receive an annual lump sum fee of Thirty-Thousand Dollars (\$30,000.00) to be paid in equal payments invoiced monthly by CASGS.
- CASGS shall also invoice the TOWN for normal out-of-pocket expenses and hourly rate fees for time worked and other pass-through charges normally associated with Legislative Committee Weeks and Legislative Session duties above. Any assigned duties beyond this agreement must be specifically authorized by the Town Manager. The CASGS hourly rate will be \$150.00 per hour.

The TOWN agrees to make payment within thirty (30) days of CASGS invoicing.

WARRANTY: CASGS cannot and does not make, nor imply, any form of warranty or guarantees regarding the outcome of any legislation, special funding or appropriation passage.

TERMINATION: Termination of this contract may be made by either party giving thirty (30) days written notice. Termination notice shall be in writing thirty (30) days prior to the date given as the termination date. Termination shall not deprive CASGS from final invoicing and for payment(s) for work already complete or substantially complete, or for neither funding approved or underway, nor shall termination deprive the TOWN from work products already complete or substantially complete.

EFFECTIVE DATE: This contract shall become effective when executed.

Dated 16<sup>th</sup> this September day of 2022.

FOR: TOWN OF PEMBROKE PARK



Signature

Geoffrey Saccos, Mayor

Printed Name & Title



Signature

Melissa P Anderson, Town Attorney

Printed Name & Title

FOR: CAS GOVERNMENTAL SERVICES,  
LLC



Signature

Connie C. Vanassche, President and &  
Managing Partner

**Governmental – Legislative Services – Grants – Special Funding**

P.O. Box 35 • Canal Point, Florida 33438-0035

Office: 561.924.7702 • Fax: 866.929.8006

December 19, 2022

Mr. Richard E. Coates, Esq.  
Tidewater Consulting, Inc.  
115 East Park Avenue, Unit 1  
Tallahassee, Florida, 32310

**RE: Letter of Engagement**

Dear Mr. Coates:

Thank you for your assistance with CAS Governmental Services, LLC (CASGSLLC) working on behalf of our client base.

We greatly appreciate Tidewater Consulting, Inc., both you and Shelley. It is our desire to continue this working relationship, during the 2023 Legislative Session and Committee Weeks to accomplish goals, appropriations and legislation for the clients of CASGSLLC. CASGSLLC and Tidewater Consulting, Inc. agree that CASGSLLC desire this engagement to not only acquire assistance during the time frames shown in this letter but to also seek out the potential of a long-term relationship for both firms to work together on CASGSLLC projects.

This letter shall serve as a Letter of Engagement between CAS Governmental Services, LLC (CASGSLLC) Ms. Connie C. Vanassche, President, Mr. James Spratt, Vice President and M. Dale Milita and Tidewater Consulting, Inc. Mr. Richard E. Coates, Esq, and Ms. Shelley B. Green for the 2023 Legislative Session and Legislative Committee Weeks and appropriate time associated with this session.

Tidewater Consulting, Inc. Mr. Richard Coates/Ms. Shelley Green shall abide with all appropriate laws and rules governing lobbyists duties, filing of required reports and provide all appropriate insurance pursuant to the parameters of their firm. CASGSLLC may suspend or cancel this letter of engagement with 15 days written or e-mail notice. Should a suspension or cancellation be made, CASGSLLC agrees to compensate Tidewater Consulting, Inc. for work completed or substantially complete.

The fee for services for terms covered in this letter of engagement shall be Twenty thousand dollars (\$20,000.00) and shall be invoiced monthly at the rate of \$4,000.00 each in January, February, March, April and May 2023.

  
Initial:

  
Initial:

Tidewater Consulting, Inc. agrees with "non-compete" with any clients under agreement/contract with CASGSLLC at the time of this engagement and shall not seek out, work for any of those listed on Attachment A or any client that may come to a contract status with CASGSLLC during a period of two Legislative Sessions without written permission from CASGSLLC excepting any mutual clients that both firms are already under agreement with.

It is understood by the parties that the Letter of Engagement is not exclusive.

Sincerely,

**CAS GOVERNMENTAL SERVICES, LLC**



Connie C. Vanassche  
President

C: J. Spratt  
D. Milita  
file

**Please sign and date where indicated below and return:**

For Tidewater Consulting, Inc.



Signature:

President

Title:

December 22, 2022

Date:

**CAS Governmental Services, LLC**  
Communication Advocacy Specialists

***Governmental – Legislative Services – Grants – Special Funding***

P.O. Box 35 • Canal Point, Florida 33438-0035

Office: 561.924.7702 • Fax: 866.929.8006  
CAS Governmental Services, LLC

Tidewater Consulting, Inc.  
Letter of Engagement  
Attachment A

City of Bartow  
City of Belle Glade  
City of Moore Haven  
City of Okeechobee  
City of Wauchula  
City County Public Works Authority (Glades County/City of Moore Haven)  
Glades County Board of County Commissioners  
Hardee County Board of County Commissioners  
Okeechobee County Board of County Commissioners  
Okeechobee Utility Authority  
Town of Pembroke Park  
Wakulla County