



# REQUEST FOR PROPOSALS

## Legislative Advocacy Services

**Issue Date: October 28, 2021**

**Submissions Due: November 17, 2021**

**Finalist Presentations: Late November 2021 – Early December 2021**

**Contract Execution: December 2021**

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### **Background**

The Economic Development Corporation of Kansas City is a 501c4 nonprofit organization contracted by the City of Kansas City, Missouri to facilitate economic development. The organization's mission is to grow the city's economic tax base through the attraction and retention of both domestic and international businesses. EDC also works with seven affiliated statutory agencies to provide resources for public investment programs. Our main focus areas include business retention and expansion, business recruitment, land and redevelopment, strategic initiatives, financial support through capital access and marketing and promotion of Kansas City, Missouri.

### **Request for Proposals**

The EDCKC is soliciting proposals from experienced firms to manage its legislative advocacy services. It is acceptable for firms to partner to provide the services outlined in this RFP. Firms with economic development or government experience are encouraged to submit.

### **Objectives**

The primary objective of this RFP is to effectively partner with a firm to provide services including, but not limited to legislative advocacy, bill tracking, testimony, facilitating meetings with EDC staff and legislators, notifying EDC of state and federal funding opportunities, and helping the EDC Legislative Committee craft the annual legislative agenda. Our goals include:

- Developing an effective legislative agenda.
- Creating awareness within the legislature of our legislative priorities.
- Tracking legislation related to economic development and making relevant EDC staff aware.
- Conducting necessary conversations with legislators on pertinent agenda items.
- Economic development advocacy.

## Scope of Services

The list below is a sample of requested services.

### **Making Legislators Aware of Legislative Agenda**

- EDC's Legislative Committee is comprised of diverse stakeholders throughout Kansas City who come together to create the *Consensus Agenda on Economic Development*. Once this is created, it is important to make relevant legislators aware. This includes Kansas City's delegation and relevant committee members. This also includes the Governor's office and some select federal officials.

### **Testimony & Advocacy**

- Bill tracking and making EDC staff aware of legislation impacting economic development, Kansas City, or items related to the Consensus Agenda on Economic Development will be important.
- Create opportunities for EDC staff to meet with relevant legislators on bills or topics of interest.
- Working with legislators to sponsor and develop legislation.
- Testifying and preparing testimony alongside EDC staff where appropriate.

### **Account Management**

- Meet with EDCKC staff as needed for the purpose of carrying out legislative advocacy.
- The chosen firm will report to the Director of Strategic Initiatives and the CEO in addition to the EDC Board of Directors. Typically, this will be once before the session takes place and once after session.
- Provide periodic status report meetings on the progress of legislation.

The EDCKC reserves the right to perform, manage and/or administer any function referenced within the Scope of Services (SOS). This may alter the amount of overall funds and projects administered by the contract and will be determined on a year-to-year basis.

## Proposal Requirements

The following information should be included in the proposal. Joint bidders should submit only one proposal on behalf of their group and should clearly define the respective areas of responsibility by each firm. A lead/fiscal firm should be designated as well. The EDCKC will only execute a contract with one firm.

### **Please address the following in the RFP proposal:**

- Description of the firm including location of the office and the firm's presence in Kansas City, Missouri.
- Indicate any certifications including MBE/WBE.
- Describe why your firm is interested in this account.
- Provide information on the firm's expertise in working with municipalities, governments, economic development agencies and/or any other

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information that may be important.

- List names, qualifications and roles of the individual(s) who would be directly involved in the creation and implementation of the scope of services.
- Provide a brief statement regarding the firm's approach to client interaction.
- Provide information regarding fees, third party costs, and billing terms.
- Provide information on any perceived conflicts of interest.
- Provide two recent and appropriate examples of the firm's work (economic development specific if applicable).

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## Timeline

Proposals submitted will be reviewed and evaluated by the EDCKC. During the evaluation process, EDCKC reserves the right to request additional information or clarification from the firm. Finalist presentations and execution of a contract are to be determined by the EDCKC.

## Terms & Conditions

The term of this agreement will be for a period of three years with the possibility of extension. An extension of the agreement will be determined based on performance. Any conditional expectations on the part of the proposer for performance by the EDCKC must be set forth in the proposal.

The EDCKC reserves the right to retain all proposals submitted and may use any ideas in proposals regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the firm of the conditions contained in this request for proposals, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the EDCKC and the firm selected. Specific details of all proposals may become public information upon execution of a contract or upon rejection of all proposals.

The EDCKC will negotiate contract terms upon final selection. The contract or agreement will outline terms, scope, budget, and any other necessary items.

EDC reserves and may exercise one or more of the following rights and options regarding this RFP:

1. To reject any and all bids, to seek additional bids, to enter into negotiations and subsequently contract with more than one firm.
2. To select the successful firm on the basis of the Proposal meeting functional and operational requirements, and not necessarily the lowest price. If no firm successfully meets the criteria outlined, EDC reserves the right not to award any contract.
3. To evaluate separately the individual components of each Proposal and to contract with separate firms for any individual component(s).
4. To cancel or withdraw this RFP without the substitution of another RFP, or prior to award, alter the terms and conditions of this RFP.
5. To conduct credit checks and investigations as to the qualifications of a firm at any time prior to the award of a resultant agreement. Publication of this RFP, and the receipt of firm Proposals, in no way obligate EDC to contract for any product and/or service with any respondent to this RFP.
6. To alter (within reason) the required schedule at its sole discretion.
7. To delay the delivery, installation or testing of any product and/or service provided by respondent without any penalty whatsoever.
8. To modify specific contractual terms and conditions in this document prior to execution.

### **Contract Amendment**

Any contractual changes shall be made in writing and shall be mutually agreed upon by both the EDCKC and the successful firm.

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**Discrepancies**

If discrepancies between sections and other errors are found in the proposals, the EDCKC may reject the proposal, or at its sole discretion retain the proposal and ignore any obvious inadvertent errors.

**Non-collusion**

The proposer certifies that the costs included in its proposal have been arrived at independently and without consultation with any competitor or representative of the City.

**Proposal Preparation Costs**

The EDCKC is not responsible for any costs incurred in the preparation of this proposal.

**Signatures**

An officer of the proposing firm empowered to bind the firm in a contract shall sign the proposals and any clarifications to it.

**Non-Discrimination**

The successful firm shall not discriminate or permit discrimination in its operation or employment practices against any person or group on the grounds of age, race, color, creed, religion, national origin, ancestry, gender or disability and shall furnish evidence of compliance with this provision when so requested by the EDCKC.

**Tax-exempt Entity**

The EDCKC is a tax-exempt entity and therefore taxes are not to be included in a proposer's fee calculations.

**Submission of Proposals**

**Firms shall submit five hard copies of the proposal to the address below no later than November 12, 2021.** Proposals received after the due date will not be considered and will be returned to the firm unopened.

Mail to: Economic Development Corporation of Kansas City  
Attn: Heather A. Brown, Interim President/CEO  
300 Wyandotte Street, Suite 400  
Kansas City, MO 64105

**An electronic copy of the proposal should also be sent via email:**

To: [hbrown@edckc.com](mailto:hbrown@edckc.com)

Questions regarding the contents of this RFP may be submitted via email to [Hbrown@edckc.com](mailto:Hbrown@edckc.com) before November 12, 2021.

## Addendum

Below is the Consensus Agenda on Economic Development as approved by the EDC Legislative Committee and adopted by the EDC Board of Directors. Additionally, this agenda will be endorsed by many partner organizations.

# 2022 KCMO Consensus Agenda on Economic Development

## Missouri Priorities

1. **Transportation + Infrastructure Funding:** Support both traditional and innovative ways to fund transportation and infrastructure throughout Missouri and the KC region. This includes support of expanded broadband access. We support a significant portion of American Rescue Plan dollars to be used to fund infrastructure.
2. **Enabling “Sidelined Workers”:** As a means of supporting companies and also sidelined workers’ ability to enter/re-enter the workforce to help grow the economy, we support measures such as training, re-skilling, implementing Medicaid expansion, second chance hiring initiatives, public transportation, and addressing the affordability of both childcare and early childhood education.
3. **Funding Entrepreneurship:** We support additional funding and regulatory reforms for entrepreneurs and early-stage companies, specifically for under-emphasized areas and populations. This includes retaining ongoing appropriations for LaunchKC, increasing funding for the Missouri Technology Corporation, and supporting the Keystone Innovation District and other entities that enable local entrepreneurs.
4. **Opposing Discriminatory Legislation:** We oppose discriminatory legislation, which would detrimentally impact economic development and Missouri’s ability to attract sporting events and conventions. We support legislation like the Missouri Non-Discrimination Act to create a more equitable Missouri.
5. **Support for Housing:** Support state action and funding to assist with the development of affordable housing and transitional housing for individuals and families in need. Retaining and growing the Low-Income Housing Tax Credit (LIHTC) is vital to this endeavor.
6. **Taxes & Economic Development Tools:** Support local decision making for both incentive programs and taxes levied at the local level, as well as continued state funding for assets in Kansas City which provide economic benefit to the state of Missouri. We support the creation or modification of economic development tools which help Missouri’s competitiveness. This includes retaining Low Income Housing Tax Credits (LIHTC) and also revising the state’s Historic Tax Credit scoring formula, which currently disadvantages Kansas City.

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7. **Missouri Works Wage Thresholds:** We support re-evaluating wage thresholds for state incentives to be more conducive to growing entry level employment and jobs with a self-sustaining wage. We support coupling thresholds with NAICS codes to enable competitiveness in growing a more diverse industry base.
8. **Support for K-12 Public Schools & Higher Education:** We support accountable public school education systems, and area school boards and their right to local control. We oppose efforts to divert state or federal funds meant for public schools. We recognize the strong link between quality public education and a diverse and world class workforce.
9. **Opposing Video Lottery Terminals:** To protect jobs and local revenue, we oppose the passage of any legislation that permits the placement of Video Lottery Terminals outside of casinos.

## **Federal Priorities**

1. **Transportation + Infrastructure Funding:** Support both traditional and innovative ways to fund transportation, infrastructure, and flood control throughout Missouri and the KC region. This includes support of expanded broadband access.
2. **Federal Jobs in KC:** Recognizing Kansas City as an ideal location for government operations, we support the addition of federal jobs in Kansas City.
3. **Support for Housing:** Support state action and funding to assist with the development of affordable housing and transitional housing for individuals and families in need. Retaining and growing the Low-Income Housing Tax Credit (LIHTC) is vital to this endeavor.