

APPENDIX A – TECHNICAL SPECIFICATIONS
RFP 99926 STATE GOVERNMENT RELATIONS CONSULTING SERVICES

Scope of Work

JEA intends to engage a consulting firm(s) (the "Company") with an office located in Leon County, Florida to represent JEA's interests with regard to the State of Florida legislative, regulatory, and executive branch policies and issues. These areas include, but may not be limited to, regulation, fiscal policy (taxation), environmental protection, economic development, utility industry structure, funding and grant opportunities, and other issues that may affect electric, water and wastewater utilities over time.
JEA

The Company's services will include, but may not be limited to:

- Assistance in developing and executing policy strategies at the state level;
- Issue identification and analysis;
- Advocacy on issues of importance to JEA;
- Interaction with the administration, agencies, regulatory bodies, legislative bodies and committees on policies, actions, hearings, developing regulations and funding opportunities that may impact the utility or utility industry;
- Serve as a liaison with state and regional industry and user interest groups on matters of mutual concern;
- Coordinate efforts between state issues/policies/regulations where appropriate; and
- Provide issue summaries and reports as needed.
- Experience focus areas should include:
 - Experience with water resource issues in Florida;
 - Experience with alternative water supplies such as reclaimed water, potable reuse, and aquifer recharge;
 - Experience with electric utility issues with a focus on issues facing municipal electric utilities including environmental, rate impacts, and other service issues;
 - General issues that impact the important balance between reliability, affordability and environmental stewardship on behalf of consumers and communities.

The services required by JEA can be performed on an unscheduled and less than full-time basis.

Proposers shall possess substantive knowledge of relevant issues pertaining to electric, water and wastewater utilities, with a focus on municipal ownership interests. The Consultant(s) or team shall have a proven ability to develop collaborative approaches between various government agencies and business/industry groups throughout the State of Florida.

Proposers shall possess the knowledge and experience to deal with policy and processes, developing solutions, and problem solving.

Proposers must be currently registered lobbyists with the Legislative and Executive Branches of the State of Florida. Proposers may be required to register with appropriate Water Management District(s) and/or the Public Service Commission for future issue coordination.

Proposers may not use confidential information gained in connection with its relationship with JEA, for personal gain, or for the benefit of any other person or group.

APPENDIX A – TECHNICAL SPECIFICATIONS
RFP 99926 STATE GOVERNMENT RELATIONS CONSULTING SERVICES

Proposers shall describe any enhancements, additional services or joint ventures of one or more organizations illustrating creative approaches to providing innovative representation of JEA interests.

Conflict of Interest

Prior to entering into the current contract for professional services with JEA, Consultant shall warrant, represent, and fully disclose to JEA any potential conflicts of interest.

If a potential conflict of interest regarding Consultant's representation arises or is reasonably likely to arise, Consultant shall provide written notice to JEA at least ten (10) business days prior to commencing representation of the party in conflict. In the event of potential conflict of interest, JEA may take any steps it deems reasonable under the contract to prohibit the Consultant's representation of the party in conflict while Consultant is under contract with JEA, such as: providing a written waiver of the conflict, to reassign any or all work under the contract to another consultant, or to terminate the contract in accordance with the terms of the contract.

Monthly Rate

Company shall provide a fixed monthly rate for the term of the Contract. The rate shall be all inclusive and shall include all work, profit, taxes, benefits, and all other overhead items, including photocopy and report preparation fees, if applicable.

Travel Reimbursement

Travel and other related expenses must be approved in writing before any travel is booked or expensed. Travel will be paid in accordance with JEA's Travel Policy. There will be a "not to exceed" travel/expense budget added to the contract total specified by JEA. The JEA Contractor Travel Policy can be found in Appendix A.