

EXHIBIT B

City Scope of Services

1. Assist in the implementation of the City's Federal Legislative Program, a copy of which is attached hereto and incorporated herein as Exhibit A;
2. Develop and implement strategic plans for applicable Session(s) of Congress. The Strategic Plans shall include: timelines/calendars, goals, objectives and expected outcomes for the advancement of the applicable City's Federal Legislative Program and shall be continuously monitored and updated to maximize the opportunities for success. Consultant will present such strategic plans to the City Manager, or her designee, and Director for approval.
3. Identify committees of jurisdiction responsible for identified Federal Legislative Priorities. Develop strategy and execute tactics in leveraging key relationships with decision makers and appropriators of relevant committees. This will include providing written comments on executive branch regulatory proceedings. Consultant will be responsible for the development of all testimony and written communications with the federal government. Consultant shall also prepare memoranda and letters of support, as requested by City;
4. Plan and arrange City Council Intergovernmental Relations Committee visits to Washington D.C., as necessary, including high level meetings in Washington D.C. with key members of the Administration, Congress and/or the Agency heads in the Executive branch for the Mayor, Manager and/or the Chair of the Intergovernmental Relations Council Committee for the purpose of advancing the City's Federal Legislative Program and Strategic Plan. In addition, Consultant shall assist to prepare a briefing book in connection to arranged Washington D.C. meetings and visits;
5. Produce, submit for City review, and distribute to the Texas Congressional Delegation a quarterly written update on the City's entire Federal Legislative Program;
6. Provide monthly written reports on the City's entire Federal Legislative Program and the corresponding strategic plan to the City Manager or her designee and to Director. The reports will cover activities undertaken during the prior month to include all official contacts with Members of Congress, their staffs, members of the Executive Branch, their staff and any other relevant contacts with any other federal Agencies, Boards and Commissions, and the National League of Cities, and U.S. Conference of Mayors;
7. Attend monthly meetings with the City Council Intergovernmental Relations Committee, as requested by the City Manager or her designee and/or Director. At these monthly meetings, Consultant will provide a comprehensive oral report of the Federal Legislative Program and the corresponding strategic plan and their legislative/regulatory status. Consultant will be available, during monthly visits to San Antonio, to meet with City staff for site visits and project inspections;

8. Provide timely information and guidance on federal funding, identify grant opportunities to support City programs and services and support federal consideration of City applications;
9. Maintain regular contact with the National League of Cities and U.S. Conference of Mayors; and
10. such other services as directed by Director and City Manager, or her designee, and when requested, provide information to City Council, in a timely manner, so as to allow City Council to make informed decisions relative to legislative and regulatory matters that may arise and may not be included in the Federal Legislative Program.