



# CITY OF KOTZEBUE NOTICE

## Special City Council Meeting Agenda

October 07, 2024 at 5:15 PM

City Hall Chambers – 258 A Third Avenue

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### THE PUBLIC IS ENCOURAGED TO ATTEND.

For residents who want to participate telephonically call: **1-800-315-6338**; access code:  
**49401#**

- I. **Call to Order**
- II. **Roll Call**
- III. **Invocation/Moment of Silence**
- IV. **Pledge of Allegiance**
- V. **Citizen Comments**
- VI. **Certification/Canvass of October 1, 2024 Election Results**

**a) RESOLUTION 24-63**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE, ALASKA, CERTIFYING THE RESULTS OF THE TUESDAY, OCTOBER 1, 2024, MUNICIPAL ELECTION.

- VII. **Swear In Newly Elected Council Members**
- VIII. **Reorganize City Council (Select Mayor and Vice Mayor)**
- IX. **Selection of Federal Lobbying Services**
- X. **Selection of Professional Legal Services**
- XI. **Council Members Comments**

Seat F: Cory Jackson

Seat G: Johnson Greene

Seat B: Derek Haviland-Lie

Seat D: Saima Chase

Seat C: Joshua Hadley

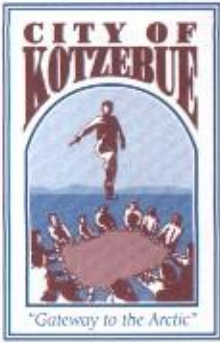
Seat E: Kathleen Sherman

Seat A: Ernest Norton

Youth Representative: Bristol Huffman

**XII. Executive Session**

**XIII. Adjournment**



**CITY OF KOTZEBUE  
RESOLUTION NO. 24-63**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
KOTZEBUE, ALASKA, CERTIFYING THE RESULTS OF THE  
TUESDAY, OCTOBER 1, 2024 MUNICIPAL ELECTION.**

**WHEREAS,** The City of Kotzebue held its election on Tuesday,  
October 1, 2024;

**WHEREAS,** the City Council of Kotzebue is the governing body  
of the City of Kotzebue, being duly called and a  
quorum being present; and,

**WHEREAS,** Kotzebue Municipal Code §2.52.510 provides for the  
City of Kotzebue to publicly declare the results of the  
Municipal election;

**NOW, THEREFORE, BE IT RESOLVED,** that the City Council of the City of  
Kotzebue hereby certifies the Report of the Election Chairman, attached hereto as  
Exhibit "A".

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**PASSED AND APPROVED** by a duly constituted quorum of the City Council of the City of Kotzebue, Alaska, this 7<sup>th</sup> day of October, 2024.

**CITY OF KOTZEBUE**

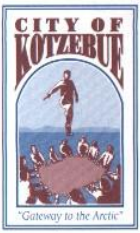
\_\_\_\_\_  
Saima Chase, Mayor

[SEAL]

ATTEST:

\_\_\_\_\_  
Paeton Schaeffer, City Clerk

Attachments: Exhibit A – Report of Election Chairman [2 pages]



P.O. Box 46  
 Kotzebue, Alaska 99752  
 City Hall (907) 442-3401  
 Police Dept. (907) 442-3351  
 Fire Dept. (907) 442-3404  
 Public Works (907) 442-3401

Section VI, Item a)

**CITY OF KOTZEBUE**  
**MUNICIPAL ELECTION-UNOFFICIAL RESULTS**  
**UPDATED RESULTS AS OF OCTOBER 2<sup>ND</sup>, 2024**  
**KOTZEBUE CITY COUNCIL**

**CITY COUNCIL SEAT D**

Kathleen R. Sherman	276
Carl D. Jennings	99
Write-Ins	3

**CITY COUNCIL SEAT E**

Ruth A. Moto	344
Write-Ins	9

**CITY COUNCIL SEAT F**

Cory Jackson	37
Write-Ins	128

This document serves as the **preliminary results** only of the City Council election.

There are questioned ballots that will have to be provided to the Division of Elections, where a determination of whether or not those ballots can be counted by the City Election Officials will be made. As soon as information is received regarding the questioned ballots, the election officials will count those ballots qualified and publish updated statistical information.

At the special meeting on Monday, October 7<sup>th</sup>, 2024, at 5:15 PM, the Council will certify the results of the Municipal election held on October 1<sup>st</sup>, 2024.

Paeton Schaeffer  
 City Clerk

CITY OF KOTZEBUE

SUMMARY SHEET & CERTIFICATE OF THE CITY OF KOTZEBUE MUNICIPAL ELECTION

We, the undersigned, hereby certify that the following is a true and correct return of all ballots that were hand tallied for the City of Kotzebue Municipal Election held on October 1, 2024.

TOTAL NUMBER OF BALLOTS COUNTED: 377

SEAT "D" CITY COUNCIL

Kathleen R Sherman 276
Carl D Jennings 99
Write In 3

SEAT "E" CITY COUNCIL

Ruth A Moto 344
Write In 9

SEAT "F" CITY COUNCIL

Declared Write In-Cory Jackson 37
Write In 128

Dated in Kotzebue, Alaska,
this 4th day of October 2024

Paeton Schiffy Judge/Counter
Carly Judge/Counter
Jewell Ferguson Judge/Counter

IMPORTANT NOTICE

AS SOON AS ALL VOTES ARE COUNTED, THE JUDGES OR COUNTERS SHALL COMPARE BOTH TALLY BOOKS (ORIGINAL AND DUPLICATE) TO SEE THAT THEY AGREE IN EVERY RESPECT.

Original - White Duplicate - Yellow

PROPOSAL RESPONSE

Request for Proposals: Federal Lobbying Contract



**KOTZEBUE**  
Gateway to the Arctic Alaska



**COMMONWEALTH**  
**STRATEGIC PARTNERS**

Commonwealth Strategic Partners  
50 F Street, NW, Suite 1240  
Washington, D.C. 20001

George McElwee  
Co-Founder & Managing Partner  
gmcelwee@commonwealthstrategic.com  
(202) 390-1278

<https://www.commonwealthstrategic.com/>



September 26, 2024

Tessa Baldwin  
City Manager  
258A Third Avenue  
PO Box 46  
Kotzebue, AK 99752

Re: Request for Proposals: Federal Lobbying Contract

Dear Ms. Baldwin,

Please accept our proposal in response to the City of Kotzebue’s Request for Proposals for Federal Lobbying Services. Commonwealth Strategic Partners (CSP) is pleased to submit this proposal for exceptional advocacy representation in Washington, D.C.

Since 2015, CSP has worked tirelessly to achieve our clients’ goals. We are a bipartisan public policy firm providing expert federal and state government relations and lobbying services to corporations, trade associations, non-profits, and state and local governments. From aiding municipalities with congressional funding requests to helping our clients’ champion legislative proposals, we are committed to achieving our clients’ goals. CSP has more than 65 years of combined experience of federal and state politics working on a variety of challenging issues.

CSP understands that the City of Kotzebue is seeking the services of a qualified firm to provide federal representation and strategic services to advance the City’s federal funding efforts and public policy initiatives with the U.S. Congress and Executive branch agencies.

CSP’s offices at 50 F Street NW, steps from the U.S. Capitol, would serve as the City of Kotzebue’s homebase while in D.C. CSP looks forward to the opportunity to work with the City to provide exceptional advocacy representation in Washington, D.C.

We look forward to the opportunity to discuss how we can translate our services to the City of Kotzebue. Should you have any questions regarding this proposal, please contact me at (202) 390-1278 or by email at gmcelwee@commonwealthstrategic.com.

Very respectfully,

George McElwee, Co-Founder & Managing Partner  
Commonwealth Strategic Partners





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**Our Understanding of the Project, Qualifications, & Experience**

Commonwealth Strategic Partners (CSP) understands that the City of Kotzebue is seeking the services of a qualified firm to provide lobbying services to advance the City’s priorities, Capital Projects, funding efforts, and public policy initiatives at the federal level with the U.S. Congress and departments and agencies of the federal government, in addition to fostering positive working relationships with Members of the Congress and their staff and federal agency staff.

CSP is a bipartisan professional advocacy firm specializing in strategic counsel, skillful government relations, and public affairs services. **With more than 65 years of combined experience in Washington, D.C. – and more than 35 years working in senior level positions in the legislative and executive branches – CSP is recognized for its rare and valuable bipartisan ties across party lines with policymakers and staff in the U.S. House of Representatives, the U.S. Senate, and the Executive Branch.** CSP will use its proven skills to empower Kotzebue to meet its government and public affairs objectives.

The political environment in Washington, D.C. is more dynamic than ever. Over the past decade the White House, Senate, and House of Representatives have shifted between Democratic and Republican control. During that same time, Capitol Hill has been governed by four (4) different Speakers, three (3) different Senate Majority Leaders, and four (4) different House Majority Leaders. To complicate the environment even further, we have seen the traditional two parties splinter into numerous competing factions—Congressional Progressive Caucus, Congressional Black Caucus, Congressional Hispanic Caucus, Congressional Asian Pacific American Caucus, New Democratic Coalition, Blue Dog Coalition, Republican Governance Group, Republican Main Street Partnership, Republican Study Committee, and House Freedom Caucus.

The shifting of power and diversity within the political parties requires a bipartisan public policy firm nimble enough to adapt to the ever-changing dynamics of our nation’s capital. Our unique experience will empower CSP to understand the needs and challenges faced by Kotzebue and create public policy strategies that will allow the City to meet its federal lobbying and advocacy goals.

Above all, CSP understands the timing and inner workings of federal, state, and local government offices. Developed over years of public service, CSP maintains critical relationships with key decision makers that impact and shape public policy. We know how to break through the barriers quickly and position Kotzebue to deliver their messages in a strong, clear voice to the right people at the right time. By combining unique experience, knowledge, and relationships, CSP will provide highly effective and cost-effective government and public affairs services to Kotzebue.

From 2021-2023, CSP was recognized as a Top-Performing Lobbying Firm by *Bloomberg Government*, George McElwee and Keith Pemrick were recognized as two of *The Hill’s* Top Lobbyists for 2021-2023, and Keith Pemrick and Katie Hazlett were recognized by *the National Institute of Lobbying and Ethics* as Top Lobbyists in 2023.



The team working with Kotzebue would include all three federal lobbyists on CSP’s team: Co-founders and Managing Partners George McElwee and Keith Pemrick, and Vice President for Federal Government Affairs Katie Hazlett. Additionally, the team would be supported by Mackenzie Campbell, CSP’s Government Affairs Manager.

George and Keith started CSP almost ten years ago and Katie has been with the firm since 2021. All three have extensive experience in Congress and have had significant successes in securing federal funding for municipalities and state efforts as both Congressional staff and for clients of CSP. All are available and reachable to clients at all hours.

CSP has a depth of understanding on federal funding issues unmatched by other firms. George McElwee, CSP’s co-founder and managing partner, served for nine years as Chief of Staff to a senior House Appropriator. During George’s time as the Congressman’s lead strategic advisor, he helped secure tens of millions of dollars for various local projects including intermodal transportation centers, bus purchases including hydrogen fuel cell vehicles, community centers, enhancing institutions of higher learning and bridge enhancement projects. George’s team led projects for traffic calming efforts, streetscaping improvements, road widening, and prioritized projects that alleviated congestion and enhanced safety on critical roads. During all of this work, George worked regularly with program managers and administration officials for various agencies and program offices.

As a federal lobbyist, George has interacted with hundreds of municipal governments while advocating for improved housing options for first responders and educators. George is the lead lobbyist for legislation, H.R.3170/S.1514, the Homes for Every Local Protector, Educator, and Responder (HELPER) Act. The legislation was an idea of a CSP’s client who saw a need for affordable housing options for first responders. CSP worked with the client to strategize on the legislative idea and helped craft legislative language to create a Federal Housing Administration (FHA) home loan program for police officers, firefighters, emergency medical technicians, paramedics, and preK-12 teachers. CSP assisted the client with identifying Congressional champions to shepherd the proposal. The legislation has been introduced in the House and Senate and has the support of over 172 Members of Congress (117 Democratic, 55 Republican) **including Sen. Lisa Murkowski (R-AK) and Rep. Mary Peltola (D-AK-At Large)**. During the 118<sup>th</sup> Congress, CSP has facilitated more than 100 Congressional meetings with both personal offices and committee offices. Thousands of emails and calls have been made to secure national, state, and local endorsements of more than 150 local elected officials, **including the Kotzebue Police Department and the Mayors of Cordova, Kodiak, Valdez, and Wasilla**. CSP has leveraged those endorsements with op-eds running in major media markets and press events in multiple states. CSP made introductions to Administration officials, and at CSP’s urging, the Administration has weighed in with positive comments at Congressional hearings and provided technical assistance with the bill’s drafting.

Keith Pemrick, CSP’s other co-founder and managing partner, has specific expertise in federal transportation issues and appropriations. As a legislative director, Keith was the lead staff member



to a senior member of the House Committee on Transportation and Infrastructure. In this role, he wrote the legislative language included in transportation authorization bill that allows for state autonomy for culvert pipe selection and led the Pennsylvania Congressional Delegation's effort against de-combining air traffic control facilities at seven Pennsylvania airports. During his twelve-year tenure, Keith was also responsible for all of the Congressman's federally directed appropriations, securing hundreds of millions of dollars for critical projects in the congressional district for municipalities including multiple intermodal transportation centers and bridge projects.

In his current role, Keith led CSP's representation of the State of Pennsylvania during Governor Tom Wolf's Administration. Pennsylvania hired CSP to be the link to D.C., where decisions are made every day at the Federal level that impact Pennsylvania residents. CSP served as the information conduit between Pennsylvania and the federal government and vice versa. On the federal side, that includes the Pennsylvania delegation, congressional committees, and federal departments and agencies. With so many people and agencies to work with, CSP's bipartisanship was one of the determining factors in Pennsylvania choosing CSP to be their eyes and ears in Washington. CSP's workhorse credentials, experience in Congress, and the fact that we have worked successfully with so many different people on the Hill regardless of party really made CSP stand out among the various options during PA search process. During their representation, CSP assisted PA with the federal funding application process for programs like DOT's Mega Program (National Infrastructure Project Assistance program) and secured tens of millions of dollars for PA for reasons such as:

- Ensuring six PA counties would be declared disaster areas after recent historic flooding in order to receive federal aid;
- Establishing a multi-state study on levels and impacts of perfluoroalkyl and polyfluoroalkyl substances (PFAS) in drinking and ground water; and
- Installing perimeter fencing around Fort Indiantown Gap, Lebanon County, PA, one of the largest military facilities in the U.S. that previously had no security fencing.

Keith currently leads CSP's representation of the Aircraft Mechanics Fraternal Association (AMFA), the independent aviation union representing only aircraft maintenance technicians and engineers. This year, Keith secured language in the Federal Aviation Administration Reauthorization Act to advance several of AMFA's priorities, including \$20 million in funding per year for the FAA's aircraft maintenance technician (AMT) workforce development program. Most recently, **Keith organized a congressional site visit for AMFA in Alaska with Rep. Mary Peltola (D-AK-AL)**. AMFA hosted Rep. Peltola for a tour of Alaska Airlines Maintenance and Engineering Facility and Hangar in Anchorage.

Katie Hazlett, Vice President for Government Affairs, served for fourteen years working for a senior appropriator and Chairman of the full House Committee on Appropriations including as Chief of Staff and Senior Advisor to the Committee. During her time in the Congressman's office, she worked on variety of projects for local governments including the creation of a new multimodal transportation hub in NY Metropolitan Area. She is an appropriations expert and has led efforts on securing emergency spending legislation for natural disasters including the Hurricane Sandy Disaster Relief Appropriations Act. She secured funding for projects for law enforcement hiring



and upgrades, renewable energy facilities, flood mitigation efforts, preserving open spaces and community health centers. Katie successfully executed multiple events where administration officials attended site visits to see the need for projects firsthand. Throughout this work, Katie traveled with several federal agencies to view projects firsthand including a trip with the **National Science Foundation (NSF) to Alaska**. Katie also spent 2 years in the Administration including leading an office responsible for state and local engagement and gained further insight into the working of federal agencies on grants. She was at the **Department of Energy when the Artic Energy Office** was established.

Katie has performed similar work for clients. Specific examples include Katie’s work with the City of Aberdeen, Maryland on their efforts to rehabilitate a train station and make it a multi-modal transportation hub. In Fiscal Year 2023, Katie helped **secure \$4 million in congressionally directed funding for this project through the Federal Transit Administration**. She has also identified multiple Department of Transportation (DOT) grant opportunities to assist the municipality. She has guided the client through the grant process including identifying opportunities, reviewing and editing grant proposals, arranging in-person one-on-one collaboration sessions with DOT and securing Congressional letters of support. In 2024, these efforts have resulted in the Client being awarded both a **Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant program** and a **Reconnecting Communities and Neighborhoods grant**. Katie has also executed site visits from both Administration officials and Congressional representatives.



## Resumes and Key Personnel

**George S. McElwee** is a founding member and managing partner of CSP. He brings more than 20 years of experience in both the public and private sectors, including work in the federal government and as a commissioned officer in the U.S. Navy Reserve. For his work in 2021-2023, George was recognized as one of The Hill's Top Lobbyists, and CSP was recognized as a Top Performing Lobbying Firm by Bloomberg Government.

George provides CSP's clients with government relations support and guidance on a wide range of legislative and regulatory issues. This role includes serving as the point person in Washington, D.C. for clients such as Salute Home Loans, Invest in the USA, Lendmark Financial Services, National Technology Security Coalition, and People for Ethical Treatment of Animals.

**In the 118th Congress**, George successfully introduced four bipartisan pieces of legislation including:

- HR3170 and S1514, the **Homes for Every Local Protector, Educator, and Responder (HELPER) Act**. The HELPER Act would establish an FHA first-time homebuyer program for law enforcement, firefighters, teachers, EMTs, and paramedics by eliminating the downpayment requirement and eliminating the monthly mortgage insurance premium. The HELPER Act is sponsored by 173 members of the House and Senate, including **Sen. Lisa Murkowski (R-AK) and Rep. Mary Peltola (D-AK-At Large)**. The HELPER Act is endorsed by more than 500 national, state, and local organizations, and elected officials, including the **Kotzebue Police Department, Alaska Association of Chiefs of Police, the Alaska Fire Chiefs Association, the Alaska State Firefighters Association & the Mayors of Cordova, Kodiak, Valdez, and Wasilla**. Additionally, the HELPER Act is endorsed by over 20 Alaskan police departments, including the Anchorage, Fairbanks, and Juneau Police Departments.
- HR4757, the **Cease Animal Research Grants Overseas (CARGO) Act** would prohibit the National Institutes of Health (NIH) from sending taxpayer-funded grants to foreign laboratories for experiments on animals. The CARGO Act would not impact research conducted in the United States.
- HR7220, the **EB-5 Regional Center Program Advisory Committee Authorization Act** would establish an advisory committee composed of experts in the EB-5 Regional Center Program space. The advisory committee, hosted by the U.S. Citizenship and Immigration Service (USCIS), will bring together Regional Center owners and state and local officials to communicate, coordinate, and advise USCIS on administering the Regional Center Program.



**In the 117th Congress**, George worked with members of the House and Senate to introduce bipartisan legislation to reauthorize the EB-5 Regional Center Program through Fiscal Year 2026. HR2901 and S831, the **EB-5 Reform and Integrity Act of 2021** was incorporated in an omnibus spending package and enacted into law.

**In the 116th Congress**, George worked to introduce bipartisan HR1975 and S4024, **Cybersecurity Advisory Committee Authorization Act**. Enacted into law through its inclusion of the National Defense Authorization Act of 2021, the legislation established a new committee of industry experts to advise the U.S. Department of Homeland Security and Director of the Cybersecurity and Infrastructure Security Agency (CISA). George was able to secure language to establish the Cybersecurity Advisory Committee in the FY21 National Defense Authorization Act, which was enacted in January 2021.

George’s knowledge of politics and his instinctive ability to connect people of varying backgrounds has led him to consistent success and respect among his colleagues. For example, while working as Chief of Staff to U.S. Representative Charles W. Dent (R-PA), George was elected by his peers to serve as President of the House Chiefs of Staff Association, a position he held for three years, making him the longest-serving president in the association’s 36-year history.

After working for Mr. Dent, George served as the Organization for International Investment’s Vice President, Public Policy & Government Affairs, as the association’s chief lobbyist. He also spent five years as Director, Federal Government Affairs for the American Financial Services Association and worked on the staff of U.S. Senator Rick Santorum (R-PA).

Lt. Cmdr. McElwee is currently assigned to the Navy Public Affairs Support Element East and serves as Assistant Officer in Charge (AOIC). As AOIC, Lt. Cmdr. McElwee oversees the administration and operation of a 40+ member unit of officers and enlisted personnel. His previous assignments include Flag Assistant to the U.S. Navy Vice Chief of Information, Navy Office of Community Outreach, U.S. Navy Chief of Information, and U.S. Fleet Forces Command. **Lt. Cmdr. McElwee’s service has taken him to Alaska.** Earlier this year, in June, Lt. Cmdr. McElwee supported a mission that included time at **Joint Base Elmendorf–Richardson**.

Nominated by Pennsylvania Governor Tom Wolf and confirmed by the Pennsylvania Senate, George is a proud member of the Shippensburg University Council of Trustees.

George holds an M.A. in Strategic Security Studies from National Defense University at Fort Lesley J. McNair, a graduate certificate in PACs and Political Management from George Washington University, and B.A. in Political Science from Shippensburg University of Pennsylvania. George is also a graduate of the Air Command and Staff College at Maxwell Air Force Base and the Defense Information School at Fort George G. Meade.

George lives in Fairfax, VA, with his wife and their two daughters.



**Keith J. Pemrick** is a founding member and managing partner of Commonwealth Strategic Partners (CSP). He brings over 20 years of experience working with many facets of the political landscape, including in Congress and leading campaigns, as well as working in the private sector. For his work in 2021-2023, Keith was recognized as one of The Hill’s Top Lobbyists, and CSP was recognized as a Top Performing Lobbying Firm by Bloomberg Government. In 2023, Keith was also recognized by the National Institute of Lobbying and Ethics as a Top Lobbyist.

Keith provides CSP’s clients with government relations expertise, including advice and support on a wide range of legislative and regulatory issues. From 2016-2020, Keith served as the point person in Washington, D.C. for the Governor of Pennsylvania, Tom Wolf. As the Governor’s liaison to the Pennsylvania congressional delegation, Keith ensured the delivery of timely and accurate information designed to assist the Governor’s office and the state’s congressional offices as they worked to protect the health and safety of all Pennsylvanians during the COVID- 19 pandemic.

Over the years, Keith has become especially adept at issues of defense, transportation, and appropriations. On behalf of his CSP clients, **Keith recently secured legislative language in both the National Defense Authorization Act for FY24 and the FAA Reauthorization Act of 2024.**

Keith has never been one to shy away from long odds or avoid speaking up as a different voice in the conversation. His tenacity and demeanor came in useful when working for Blue Dog Democrat Congressman Tim Holden (D-PA) in a majority-Republican district. Keith forged bipartisan relationships to advance Congressman Holden’s efforts to best represent his constituents’ interests.

The effects of his work are seen every day in the district that he served thanks to his hard-won successes during his time with Congressman Holden. For example, he secured more than \$80 million for critical projects in the congressional district, including the creation of the Penn State Cancer Institute; secured more than \$32 million for fire companies in the congressional district through the Assistance to Firefighters Grant Program; was the point person in bringing nonstop service from Harrisburg International Airport to Denver International Airport through the Small Community Air Service Development Grant Program; and wrote the legislative language included in MAP-21 that allows for state autonomy for culvert pipe selection.

In 2018, he took on the challenge of managing the campaign of Denny Wolff, a Democrat seeking the open Pennsylvania 9th congressional district seat in a district President Trump won with 68%. As campaign manager, Keith developed and implemented the election strategy, oversaw all components of the campaign, and served as campaign spokesperson. While Wolff did not get elected, he forced the Republican establishment to fight in a seat that should have been a lock for them.

Bringing his expertise to the classroom, Keith serves as an adjunct professor in the School of Public Affairs at American University during the spring semester and an adjunct professor in the School of Public Affairs at Penn State-Harrisburg during the fall semester.





Keith sits on the Blue Dog (Democrat) Coalition Steering Committee, is President of the Pennsylvania Society of Washington, DC, serves on the Board of Directors for the non-profit Making a Difference of Lebanon, PA, and is a recipient of the Patrick Henry Award for his outstanding and exceptional service to the Armed Forces of the United States and the National Guard.

Keith holds an M.A. in Public Management from Johns Hopkins University and a B.A. in Political Science from American University.

**Katie Hazlett**, CSP's Vice President for Government Affairs, served for 14 years working for the **Chairman of the Full House Committee on Appropriations as Chief of Staff and Senior Advisor to the Committee**. She staffed the Congressman as his top advisor for all 12 Appropriations subcommittees and through multiple leadership posts at various subcommittees including Defense; Energy and Water Development; Homeland Security; and Commerce, Justice, and Science. During her time on Capitol Hill, Katie was involved in all aspects of the legislative process and developed in-depth knowledge of an array of issues including transportation, homeland security, environment, energy, and infrastructure projects.

Prior to CSP, Katie served as Principal Deputy Assistant Secretary at the Department of Energy (DOE), where she led DOE's relationship with Congress including the Committees on Armed Services, the House Committee on Energy and Commerce, and the Senate Energy and Natural Resources Committee. In that role, she supported the Secretary of Energy, the Department, and the Administration's policies before the Senate and House of Representatives, while managing and overseeing the external affairs engagement activities and the intergovernmental relationships with state and local governments. Katie also served as Chief of Staff for COE's Office of the Chief Financial Officer, which is responsible for the formulation and execution of DOE's nearly \$40 billion annual budget with an office staff of over 100 employees.

Since joining CSP in 2021, Katie has worked with a municipal client on their efforts to rehabilitate a train station and make it a multi-modal transportation hub. In Fiscal Year 2023, CSP helped secure \$4 million in congressionally directed funding for this project through the Federal Transit Administration. CSP has also identified multiple Department of Transportation (DOT) grant opportunities to assist the municipality. Katie has guided the client through the grant process including editing an \$800,000 award winning grant proposal under the Reconnecting Communities and Neighborhoods program, securing meetings with administration officials and the Congressional delegation for one-on-one collaboration sessions and grant reviews.

Katie also made great strides for a construction company that had not retained a federal lobbying firm in recent years. Prior to CSP's involvement, the company primarily relied upon the trade associations it was a part of for most of their lobbying efforts. The client brought in CSP to help identify federal funding opportunities through the Bipartisan Infrastructure Act, the Inflation Reduction Act, and the annual appropriations process. For funding efforts for this client, CSP identified a Department of Energy Inflation Reduction Act funding opportunity to assist the company with their decarbonization efforts. The project spans 24 plants across 6 states. CSP



facilitated over 40 meetings and outreach with the Congressional representatives for each plant. To show Congressional support, CSP worked a letter of support writing campaign and obtained 23 Congressional letters of support for this project to the Secretary of Energy. Katie also worked with the Administration to obtain a one-on-one meeting for the company with the office in charge of the program. During the course of working on this grant application, Katie was made aware of a years-long problem in construction contracting that the company had not been able to address. CSP drafted language and worked with a diverse, bipartisan group of Members of Congress to get it successfully included in the House National Defense Authorization Act, and also the House Veterans Affairs and Military Construction Appropriations bill. Throughout the work for this client, Katie engaged the entire **Alaska Congressional delegation** due to the company's presence and work in the state.

Katie earned a Master of Arts degree in Government with a concentration in Global Security Studies from Johns Hopkins University. She graduated magna cum laude with a Bachelor of Arts degree from The Catholic University of America.

**Mackenzie Campbell**, CSP's Manager, Government Affairs, provides support to CSP by managing outreach, scheduling, research tasks, and overseeing interns. New to federal advocacy, her journey began with a yearlong internship at CSP in 2022 where she took the lead on gathering local endorsements for the HELPER Act.

Mackenzie spent time working at American University's Development Office as a student assistant. There she supported donor outreach and stewardship by assisting with donor recognition initiatives, database management, and research.

Mackenzie is currently working toward a Bachelor of Arts degree in communications, legal institutions, economics, and government (CLEG) at American University in Washington, D.C. Additionally, she is pursuing minors in anthropology and public health.



**References**

**City of Aberdeen, Maryland**

Phyllis Grover, Director of Planning and Community Development  
60 North Parke Street, Aberdeen, MD 21001  
phyllis@aberdeennmd.gov  
(410) 272-1600  
Project Name: Aberdeen Station Square Improvements Project  
Project Date: 2021 to Present

**Commonwealth of Pennsylvania, Office of the Governor**

TJ Yablonski, Secretary of Legislative Affairs  
508 Main Capitol Building, Harrisburg, PA 17120  
tyablonski@pa.gov  
(717) 787-2500  
Project Name: Representation to U.S. Congress and Executive Branch  
Project Date: June 2015 to January 2023

**Granite Construction**

Gary Johnson, Vice President, Land and Quarry  
AK Location: 11471 Lang Street, Anchorage, AK 99515  
gary.johnson@gcinc.com  
760-578-2407  
Project Name: Decarbonization Upgrades and Improvements to Asphalt Production Facilities funding project, and Progressive Design Build legislative language.  
Project Date: 2023 to Present

## Scope of Work

### **Proposed Strategy and Methodology**

At CSP, we undertake an extensive process for achieving client objectives. First, following initial meetings with the City of Kotzebue, a *Client Needs Assessment* is conducted and benchmarks for success will be established.

Second, CSP will develop a **Strategic Plan** outlining required actions for attaining the City’s government affairs objectives. Third, **the firm executes the Strategic Plan** by educating and working with decision makers and providing them with timely, accurate, and credible information promoting Kotzebue’s issues effectively and efficiently. Ever mindful of providing a return on Kotzebue’s investment, tactics and timing are adjusted along the way to accommodate changes in the political and policy environment. Finally, the firm provides monthly **Status Reports** over the life of each assignment, acknowledging and embracing the individual needs for Kotzebue.

As part of the *Client Needs Assessment*, we will:

- Develop, in coordination with Kotzebue, a strategy to assist the City in developing priority relationships with stakeholders, achieve key policy objectives, and secure federal funding via grants and congressional directed funds.
- Identify officials and relevant staff members to assist Kotzebue in fulfilling its mission and, if requested, arrange briefings or other meetings to inform them of Kotzebue’s significant benefits.

After conducting a Client Needs Assessment, we will develop, in consultation with Kotzebue, a Strategic Plan with clearly defined goals and objectives and the tasks necessary to achieve those goals.

### **Education and Outreach**

- Assist Kotzebue in developing targeted relationships with Members of Congress, including but not limited to, any new member elected to the 119th Congress that will represent Kotzebue & the members of Congress who currently represent Kotzebue: Rep. Mary Peltola (D-AK-At Large), Sen. Lisa Murkowski (R-AK), and Sen. Dan Sullivan (R-AK).
- Assist Kotzebue in developing key relationships with congressional personal offices and Committee staff including, but not limited to:
  - House and Senate Committees on Appropriations
  - House Committee on Homeland Security
  - Senate Committee on Homeland Security and Governmental Affairs
  - House Committee on Natural Resources
  - Senate Committee on Environment & Public Works
  - House Committee on Transportation and Infrastructure
  - Senate Committee on Commerce, Science, and Transportation



- Assist Kotzebue with developing relationships with relevant federal government agencies, including, but not limited to:
  - Denali Commission
  - Department of Homeland Security
    - Federal Emergency Management Agency
  - Department of Energy
  - Department of Transportation
  - Department of Housing and Urban Development
  - Department of Agriculture
    - Rural Development
  - Department of Justice
  - Environmental Protection Agency
- Assist the City in formulating a list of federal legislative advocacy items.
- Facilitate conference calls, letters, emails, and other necessary communications to key Members and staff with the latest updates regarding the City's ongoing work in Kotzebue.
- Advise the City on opportunities to enhance regular communications with Members and staff to share key findings regarding recently introduced or amended legislation, feedback on policy-based initiatives, providing nonpartisan research analyses, etc.

### **Meeting Organization**

- Plan and execute legislative visits to Capitol Hill each year for Kotzebue's city council, city manager, and senior leadership to develop priority relationships with members of the Alaska delegation and others.
- Provide Kotzebue's city council, city manager, and senior leadership with all necessary information and materials prior to visits to Capitol hill to ensure successful meetings.
- Plan and execute events in Kotzebue to host Administration officials and Congressional members to highlight the City's needs.

### **Legislative Tracking & Reporting**

- Monitor and report the activities of the House and Senate related to the City's public policy goals, including key committees of jurisdiction.
- Remain current on legislation affecting city governments in rural Alaska.
- Provide continuous assessment of the political landscape to help guide Kotzebue's lobbying strategy.
- Report on Administration initiatives of interest to Kotzebue.
- Provide and present a written report as needed for city council meetings to provide updates on developments in Congress that align with Kotzebue's priorities, including, but not limited to:
  - A summary of all recent activity undertaken by CSP to further Kotzebue's goals such as meetings and communication with key officials.
  - Summary of status and movement of key legislation affecting Kotzebue's public policy goals.
  - Summary of developments on key grant programs of interest to the City.



- Analysis of any newly introduced or amended legislation affecting Kotzebue's public policy goals.
- Participate in a scheduled bi-weekly call between the City and CSP to strategize, organize objectives, funnel questions, and provide timely updates on congressional and administrative initiatives of interest to Kotzebue.

### **Federal Funding Opportunities & Advisory Services**

- Identify and monitor all opportunities for engagement with federal government agencies including flagging grant opportunities to achieve Kotzebue's Capital Projects funding goals.
- Provide strategic advice and timelines for action to the City's council and city manager on the regulatory process and grant eligibility, criteria, and all necessary requirements.
- In collaboration with the City, develop grant proposals and provide guidance on drafting, reviewing, and editing grant proposals.
- Draft and obtain letters of support from the congressional delegation for grant applications.
- Provide strategic advice on obtaining Congressional Community Project Funding and complete necessary application steps.
- Remain current on other local and state governments' efforts to obtain funds through similar programs.

### **Activities to Convey the City of Kotzebue's priorities to Congress and the Administration**

- Attendance at Full Committee and Subcommittee hearings in both the House and Senate considering legislation germane to Kotzebue's objectives.
- Attendance at Administration briefings germane to Kotzebue's objectives.
- In-person meetings in Washington with Members of Congress and Kotzebue's city council, city manager, and senior leadership.
- In-person meetings in Washington with senior executives in the relevant federal agencies and Kotzebue's city council, city manager, and senior leadership.
- In-person meetings in Washington with key congressional staff members, from both Members of Congress' personal offices and key Committee staff, and Kotzebue's city council, city manager, and senior leadership.
- Official visits by Members of Congress, the Administration, and staff to Kotzebue's operations to provide a first-hand experience for federal policy makers.
- Conference calls, letters, and emails to key Members and staff with the latest updates regarding Kotzebue or key findings regarding recently introduced or amended legislation.
- In-person attendance at any event or meeting where a federal affairs update and status report on Kotzebue's federal policy priorities would be beneficial.



**Fee Schedule**

In consideration of the performance of the aforementioned scope of work, Commonwealth Strategic Partners will be paid a retainer of \$3,000.00 a month (\$36,000.00 annually) for services. This fee will remain consistent for one year.

September 26, 2024

Mayor Saima Chase and City Council  
City Manager Tessa Baldwin  
City of Kotzebue  
PO Box 46  
Kotzebue, Alaska 99752  
Submitted electronically to [customerservice@kotzebue.org](mailto:customerservice@kotzebue.org)

**Re: Request for Proposals (RFP) for State and Federal Lobbying Contracts for Services October 2024 – October 2027**

Dear City Manager Baldwin, Mayor Chase, and City Council:

Thank you for the opportunity and your consideration of our proposal for Federal Government Lobbying Services for three years beginning in October 2024. This proposal outlines an offer of engagement in advocacy and the development and implementation of strategies to address municipal infrastructure development and funding, opportunities for additional federal grant funding, and improvement of partnerships with federal agencies to facilitate finding solutions to meet specific objectives before Congress and key agencies. Other topics, interests and issues will no doubt arise for which the City will benefit from having a team in DC to act quickly on your behalf.

Change is ever-present in U.S. politics, and you have seen firsthand that maneuvering through the political landscape in Washington requires nearly constant adjustment. After Congressman Young's death, the Alaska Delegation found itself in the minority in both the House and Senate where the divided Congress and White House have had radically different agendas. Their productivity has suffered, and Washington has come to a near standstill as the November election looms. The inaction presents challenges as fewer opportunities exist to get funding or language changes in legislation. It is more important today to have a DC presence than it was in 2022.

Both Holland & Hart and I have a proven history spanning decades and are well positioned to assist the city in advancing its federal presence, interests, and reputation with official Washington. Furthermore, my Alaska roots date back nearly 50 years; I am a former Kotzebue resident who managed the Alaska National Bank of the North branch in the early 1980s. It has been a true pleasure to renew acquaintances with former customers and to meet the new generation of leaders in the city and the Northwest Arctic region while serving as your federal lobbyist since 2022. Having lived in rural Alaska, I fully understand the unique challenges faced by the Council, Tessa, and her team. As an example, during my tenure at the Bank, I dealt with a 133% staff turnover.

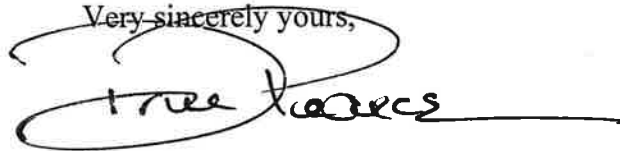


What sets Holland & Hart apart is our stellar reputation for addressing our clients' needs in a professional and responsive manner. Specific to this proposal, the team of myself and Kaleb Froehlich, in partnership with our DC Government Affairs and Anchorage legal teams, bring together unprecedented skills and experience. I have served in elected and appointed positions at the highest levels of state and federal government and have broad experience in policy, regulatory, and government affairs. Among government affairs professionals working in Washington, I am unique in my knowledge of the Northwest Arctic Region, having lived and worked there during the historic implementation of ANILCA.

Kaleb Froehlich was born and raised in Alaska. He brings personal insight into issues, including first-hand knowledge of and relationships with rural Alaska communities and Alaska Native stakeholders. He previously served as Senior Counsel to the US Senate Committee on Energy and Natural Resources. He served as Chief of Staff to US Senator Lisa Murkowski from 2021 – early 2024. This extensive combination of Alaska-oriented strengths allows us to provide in-depth government affairs services across a broad range of policy areas and to foster meaningful relationships with federal officials.

Please find specific responses to the RFP on the following pages.

Very sincerely yours,

A handwritten signature in black ink, appearing to read "Drue Pearce", written over a horizontal line.

Drue Pearce

**Attachments:**

Drue Pearce Resume

Letter of Reference from Jason Brune

## **Introduction**

### **Prime Contact:**

Drue Pearce  
Government Affairs Director  
Holland & Hart LLP  
420 L Street, Suite 550  
Anchorage, AK 99501  
and  
505 9th Street NW, Suite 700  
Washington, DC 20004

907.865.2600 (AK) 202.393.6500 (DC)  
907.230.8558 (mobile)  
DPearce@hollandhart.com  
www.hollandhart.com

### **Firm Profile**

Established in 1947, Holland & Hart is a full-service law firm of approximately 450 lawyers in 15 offices across the Rocky Mountain West, in Alaska and in Washington, D.C. We have a long-standing reputation as one of the premier firms in the region. We offer a client-driven culture with service that is personalized, responsive, cost-effective, and innovative. Holland & Hart's Washington, D.C. office would continue to serve as the primary office for the City of Kotzebue's federal lobbying services.

Our government affairs professionals, who manage both state and federal affairs in our offices across eight states, have served throughout the executive and legislative branches and leverage their experience to assist clients in a wide range of government matters. The Firm is particularly known for our expertise in environmental, natural resources, land use, oil and gas, and mining law.

Holland and Hart is distinctively well positioned to assist the City of Kotzebue in a wide range of federal matters because of our deep knowledge and understanding of the politics and people of Alaska. We have extensive experience at the state level, as well as at the federal level. We are unique among federally focused DC firms due to our ability to advocate for the city's requests and issues from the standpoint of extensive local and regional knowledge. Our relationships with the Alaska Delegation and their staff are unparalleled.

The 2022 loss of House seniority and Senate majority status rendered our relationships with key committees such as both Appropriations Committees, House Natural Resources; Transportation and Infrastructure; and Energy and Commerce; the Senate Committee on Indian Affairs; Senate Energy and Natural Resources; Environment and Public Works; Commerce, Science, and Transportation; and Armed Services, more important than ever. Those personal relationships allow us to not only hear about issues before they become public but often afford an opportunity to help fashion the direction Committees will take.

## **Experience and Qualifications**

Our team consists of savvy lawyers and government relations professionals who provide strategic lobbying, public policy, and political services. Holland & Hart focuses on collaboration in our work. Our team is viewed and trusted as outside advisors by our clients as well as many federal officials and Members of Congress.

Drue Pearce will serve as the lead for the team that will design and execute strategies on your behalf. She will be your day-to-day point of contact. Drue is an Alaska resident who divides her time between the DC and Anchorage offices. She has extensive elected experience, having served in the Alaska Legislature with both Senator Murkowski and Representative Peltola. She served as the Secretary's Senior Arctic Advisor at the Department of the Interior, was nominated and confirmed to a senior natural resources infrastructure position and also served in an appointed position at the USDOT. Clients benefit from her experience engaging with regulatory agencies and key policy makers at the federal level.

Her lengthy service in the State Legislature left her with an invaluable understanding of the importance of federal funding to the State and its municipalities. Her service at three federal agencies gives her an uncommon understanding of the federal agency budget and grant processes. She is experienced at educating officials in DC and regional offices about what makes Alaska different and why a one size fits all approach seldom works to address Alaska issues or to set grant criteria, especially for our remote communities. Because of her ability to divide her time between Holland & Hart's Anchorage and DC offices, she can keep her finger on the pulse of Alaska's people and the issues of the day.

Drue's resume is attached. Her experience includes:

- Representation of the City of Kotzebue, AIDEA, Governor Dunleavy's Statehood Defense Subcabinet, the North Slope Borough, a number of private sector firms and the National Propane Gas Association before federal agencies and Congress.
- Deputy Administrator at USDOT
- Oversaw regulatory agenda and grant administration at PHMSA
- Nominated and confirmed Federal Alaska Pipeline Coordinator
- DOI Senior Advisor for AK to Secretary

- Represented Secretary at Arctic Council meetings and on working groups
- State Department Delegate at international meetings to organize the Arctic Economic Council
- While at DOI, provided direction to Federal Subsistence Board and selected Advisory Council Members
- Directed DOI participation in Arctic Climate Impact Assessment
- Extensive experience at the table in Government-to-Government Tribal consultations in Alaska and well versed in Biden Administration implementation of Executive Orders directing Environmental Justice agenda and changes to ANC and Tribal Consultation policies and procedures
- Implemented Alaska Native hire provisions in federal contracts
- Knowledge of Biden consultation policy changes
- Deep political strategy expertise and experience – building coalitions to achieve successful outcomes
- Extensive infrastructure federal permitting experience
- Extensive knowledge of ANCSA, ANILCA, and Alaska Public Land Laws
- Intimate knowledge and appreciation for Alaska political history as well as of the politics and people of the moment
- 17-year Member of the Alaska Legislature
- Senate President/Finance Co Chair/Rules Chair; 9 years in senior leadership
- Successfully lobbied the FTC to force spin off of Alaska assets during the BP – ARCO merger
- While managing Bank of the North branch in Kotzebue, she visited every village in the NANA Region as well as Point Hope
- Represented former North Slope Borough Mayor at federal and international level on arctic issues
- Represented State and Local Government, as well as ASRC and the North Slope Borough, during lobbying for the opening of ANWR to environmentally responsible exploration and development

Kaleb Froehlich will be the second principal on the Kotzebue team. Kaleb is a problem solver, helping clients cut through regulatory, legislative, and political noise to find workable and durable policy solutions.

Kaleb leverages significant regulatory, political, and policy experience to advise a broad range of clients with respect to challenging federal and Alaska regulatory processes. With ties at federal and state agencies, legislatures, and executive branches, he knows the decision makers and how to get things done. He focuses on advising clients in the mining, oil and gas, public lands, tourism, fisheries, arctic, and renewable energy industries.

Kaleb provides strategic counsel to advance clients' policy and business objectives, ranging from project-specific government engagement to holistic campaigns that can include grass roots advocacy to secure local and state-wide community buy-in.

Born and raised in Alaska, Kaleb brings personal insight into issues affecting the state, including first-hand knowledge of and relationships with Native Alaska stakeholders.

As former Chief of Staff to US Senator Lisa Murkowski of Alaska, Kaleb was the principal architect of policy, legislative, and communications strategies affecting the interests of Alaska and Alaskans. Even in a gridlocked Congress, Kaleb cultivated productive working relationships with legislators and policy advisors on both sides of the aisle that allowed him to achieve consensus and implement solutions.

Kaleb's congressional experience also includes serving for over five years as Senior Counsel to the US Senate Committee on Energy and Natural Resources, where he was on the front lines developing policy recommendations and drafting legislation relating to energy, oil and gas, mining, public lands, wildlife management, environmental regulation, and a range of other issues.

### **Scope of Work**

Kotzebue would benefit from renewing our contract due to our extensive knowledge of the city's government, your priorities, the status of funding for all the grants and loans you have been awarded, the levels of collaboration between the city and the Tribe, the Borough, NANA and NWALT, and the issues facing the community.

We will continue to work to obtain funding through existing programs and through the Congressional appropriations process. With the enhanced federal focus on climate change and environmental justice overlain with Kotzebue's Arctic coastal location, this continues to be a favorable time to look for opportunities in Washington. While we do not know what the outcome of the November election will be, we can expect a continued focus on rural and disadvantaged communities.

The City's priorities will inevitably be evaluated by federal agencies and even by the Alaska Delegation in the context of the myriad priorities advanced by the Northwest Arctic Borough, the Northwest Arctic School District, other villages in the Region, by NANA, by the State of Alaska and by local utilities and other interests, such as AIDEA. Close coordination, collaboration, and consultation (the three C's) with all the players is essential to the City's success; you need allies, as do they. Drue Pearce brings over thirty years of government service and experience to your priorities; She has written both the State capitol and operating budgets as well as federal agency budgets, lobbied for local, state and federal projects, managed federal grant programs resulting in the issuance of millions of dollars of grants, and managed large

projects that required federal, state, local and Tribal coordination. Drue and Kaleb understand the promises of ANCSA and ANILCA, the Statehood Compact, and the differences faced by Alaska and its people. We know the Region and are gifted advocates who will use those three C's to build support for the City's priorities in a very crowded setting.

The Holland & Hart team believes effective agency relations and governmental affairs begins with a full understanding of a client's perspective, needs, and specialized issues. While we have a deep background on the issues relevant to the City of Kotzebue and the region, it would be our priority to establish a strong understanding of the Mayor and City Council's federal policy goals for 2025 and beyond. We recognize that there will be fresh faces at the local, state, and federal level with whom we need to become familiar. If Holland & Hart is again selected to represent the city in a government relations capacity, we would meet to set new goals and expectations, as well as to develop a strategy to accomplish those goals.

If retained, Drue would begin work immediately, along with Kaleb, to put the city in the best strategic position possible by:

1. Meeting prior to the convening of the new Congress and the Presidential inaugural, either in person or virtually, with the Mayor, Council and City Manager to map a strategic plan to accomplish your goals,
2. Advising the city's leadership as you set capital priorities and searching for potential funding opportunities,
3. Learning applicable details and becoming more familiar with current issues and challenges that are relevant to the federal government,
4. Coordinating our work with that of your state lobbying team and keeping apprised of any policy changes by the state government that would affect the federal strategic plan,
5. Analyzing federal regulatory activities and legislative proposals with an emphasis on notifications and warnings when Administration, legislative or public activities introduce the opportunity of adverse impacts to the city and region as well as those that provide an opportunity for beneficial impacts,
6. Providing timely reporting of important federal developments affecting the city or region with suggestions for a city response, if necessary,
7. Implementing effective lobbying efforts based on the strategic plan,
8. Supporting Congressionally Directed Spending request submission and then collaborating with the Delegation and later the Appropriations Committees to secure funding,
9. Supporting collaborative efforts between the city and the Tribe to help secure funding or permission that allow you to achieve specific joint goals and objectives,
10. Organizing and coordinating meetings for the city council and city manager with relevant stakeholders in DC,
11. Providing written reports and attending City Council meetings to keep abreast of government actions while also reporting on relevant federal activities, and

12. We will ensure that we comply with all respective state or federal rules and regulations relevant to our representation of the city.

The team will maintain strong contact with the city to assure consistent and frequent communications. A Council Report will be presented by our team in writing or through an oral presentation monthly. These updates will include relevant information on issues affecting the city to include suggestions for strategic intervention where necessary. In person meetings, conference calls and virtual communications will increase and decrease in frequency based on the strategies and potential actions at the agency level and on the Hill, but weekly contact is to be expected.

We will provide advocacy and strong lines of communication on behalf of the city, as appropriate, to executive agencies and other stakeholders through meetings, lobbying, and position papers. We will work with your leadership team and any other contractors you or hire to strategize and implement any advocacy related to specific issues on the Hill. Holland & Hart will prioritize and strategically arrange for the proper officials to be present at meetings, building strong relationships and increasing the “brand” of the client.

Ensuring a strong and unified position on key policies or decision-making is vital to moving the agenda forward. Holland & Hart will notify and invite the city in advance to any meetings or events that would be beneficial to have representatives attend.

In support of our representation, we will prepare or adapt your extensive briefing materials, testimony, talking points, and correspondence as needed. In addition, we will identify the most relevant decision makers and schedule high-value meetings for your leadership team in DC and in Alaska. We will collaborate with you to coordinate and implement your initiatives and advise you regarding necessary follow-up.

As issues are identified, we will collaborate with the you to develop a strategy to help promote and protect the city’s interests and the culture of the NANA region as public policy is developed.

## **Experience**

The team’s most relevant experience is, of course, our present representation of the City of Kotzebue. In addition, Kaleb was involved directly with Senator Murkowski as she made decisions about funding of grants as well as development of or changes to policies that affect the city and region.

Our additional experience is detailed throughout this proposal. We have had considerable success in advocating for federal funding for projects as well as for securing legislative language and agency decisions for our clients.

A reference for Drue Pearce and Holland & Hart from former Alaska Department of Environmental Commissioner Jason Brune is attached.

It is important to note that we pride ourselves on our bipartisan relationships we have and our ability to advocate on behalf of clients across key federal agencies and on the Hill, where our relationships with Mountain West delegations are exceptionally strong.

## **Pricing**

It is our preference to represent government affairs clients on a flat-fee retainer basis. For many reasons, the work does not lend itself to hourly billing. Government relations work is very much tied to sessions of Congress, the work schedule of federal agencies and other vagaries that are completely beyond our or your control. Retainers allow you and us to budget more reliably. We are also conscious of the city's present financial situation.

For these reasons, Holland & Hart proposes to again operate on a monthly retainer basis of \$4,500 plus overhead expenses (out-of-pocket expenses, such as transportation, meals and other expenditures). These charges will be added to the regular monthly invoice.

This retainer fee would cover all time that any Holland & Hart personnel spend on this engagement. It does not include any legal engagement outside of the government affairs scope nor any preparation of grant application documents. Work outside of the lobbying scope would be billed at the employee's Alaska rate. We would propose that during preparation of the city's next fiscal year's budget, that Holland & Hart and the city manager meet to evaluate the retainer and assess whether the amount is fair to the parties considering the work that has been done.

If we are again retained, we will execute a new engagement letter for our services that will provide detail as to our billing procedures and other engagement protocols.

We have very much enjoyed our relationship with the city since Drue Pearce won the contract for calendar year 2022. We look forward to what we hope will be continued collaboration as we represent you at the federal level. We are passionate about Alaska, especially about the Arctic and we have a very personal affinity for the Northwest Arctic region and the City of Kotzebue.



# Drue Pearce

221 East Seventh Avenue, #313, Anchorage, AK 99501 15415 Tanyard Road, Sparks Glencoe, MD 21152  
907.230.8558 Mobile druepearce@att.net

## Present and Past Positions

### **Director of Government Affairs**

Holland & Hart, Anchorage, AK and Washington, D.C.

March 2021 – Present  
January 2021 – August 2017

Provide strategic government affairs services to clients in the energy, utility, local and state government sectors focused on Alaska, Arctic Council, Arctic Policy, energy security and resource development issues.

### **Deputy Administrator, Pipeline and Hazardous Materials Safety Administration (PHMSA) at USDOT**

President Donald W. Trump Administration, Washington, D.C.

August 2017 – January 2021

Non-career SES Appointee: served as the Agency’s second in command; responsible to the Administrator for providing overall leadership, planning and policy direction for the agency. Had direct responsibility for Rulemaking. TS/SCI security clearance.

### **Senior Policy Advisor**

Crowell & Moring, LLP, Anchorage, AK and Washington, D.C.

November 2010 – January 2017

Provide strategic government affairs services to clients in the energy, utility, local and state government sectors focused on Alaska, Arctic Council, Arctic Policy, energy security and resource development issues.

### **Federal Coordinator for Alaska Natural Gas Transportation Projects**

President George W. Bush Administration, Washington, D.C.

December 2006 - January 2010

Presidential appointee confirmed by the U.S. Senate. The Office of the Federal Coordinator (OFC) was responsible for advancing the nation’s energy, environmental, and economic security by expediting the delivery of Alaska natural gas to North American markets. This Executive Level III position entailed the startup of an independent agency of the federal government responsible for coordinating the activities of more than 20 federal agencies, the State of Alaska, the Government of Canada, project proponents, and myriad stakeholders. As Federal Coordinator, I was responsible for all aspects of managing the agency, including policy development, staffing, budget, strategic planning, implementation, and governmental and public affairs. TS security clearance.

### **Senior Advisor to U.S. Secretary of the Interior**

U.S. Interior Department, Washington, D.C.

June 2001 - December 2006

Federal Schedule C Political Appointee. Directed Secretarial level activities of seven U.S. Interior Department agency Alaska regional offices and served as Alaska intergovernmental and congressional liaison. Participated in decision making and advised on policy decisions of national importance, including National Energy Policy implementation. TS security clearance.

### **State Senator, Alaska Legislature**

January 1989 – June 2001

Elected to the Alaska State Senate for four terms, first woman to serve two terms as Senate President, twice as co-chair of the Senate Finance Committee and as Rules Committee chairman.

### **State Representative, Alaska Legislature**

January 1985 – January 1989

Elected in 1984 to the Alaska House of Representatives for two terms, Minority Whip in second term.

## Accomplishments

- Member of Coordinating Subcommittee of the National Petroleum Council's Arctic Research Report: *Arctic Potential: Realizing the Promise of U.S. Arctic Oil and Gas Resources, 2015*, and *Dynamic Delivery: America's Evolving Oil and Natural Gas Transportation Infrastructure, 2019*.
- Signatory for Department of the Interior to 2006 Memorandum of Understanding Related to an Alaska Natural Gas Transportation Project and coordinated project activities (2004-2006).
- Appointed by Secretary of Transportation to Pipeline and Hazardous Materials Safety Administration Technical Liquid Pipeline Safety Standards Committee (2003-2009).
- Appointed by Secretary of the Interior as Federal Trustee to the Exxon Valdez Oil Spill (EVOS) Trustee Council and as Interior Representative to the Inter-Agency Research Policy Council (IARPC) (2001-2006).
- Appointed by Secretary of Defense to Defense Advisory Committee on Women in the Services (2001-2002).
- Chaired Alaska Legislative Committees of jurisdiction that authored complete rewrite of Alaska's oil and hazardous waste prevention, contingency planning, and response statutes, as well as the state pilotage laws and other updates because of the Exxon Valdez oil spill. Prime sponsor of legislation to bring non-tanker vessels into compliance with prevention and response statutes.
- Served as Chair and Executive Committee member of The Energy Council, a legislative organization of energy-producing states in the United States, Canadian provinces, and the nation of Venezuela (1989-2001).

## International Experience

- Engaged all levels of Canadian federal, provincial, and First Nations officials in coordinating activities on both sides of the international border to permit a 2,700-mile natural gas pipeline. Developed close working relationships in Ottawa, Calgary, Yellowknife, Whitehorse, and Vancouver.
- Co-led Alaska Legislature and Business Delegation to Alberta and Northwest Territories to establish intergovernmental protocols (2001).
- Member of the U.S. Delegation to the Arctic Council. Directed Interior Department participation in the Arctic Climate Impact Assessment (ACIA), Oil and Gas Assessment, and other working group projects. Served on the Sustainable Development Working Group and participated in Arctic Council Senior Arctic Official (SAO) and Ministerial Meetings in Finland, Russia, Iceland, and Norway. Member of Executive Committee that organized the first U.S.-Canada Arctic Research Forum (2001 – 2009).
- American Co-Chair, U.S. West Coast – Russian Far East Business Commission Ad Hoc Working Group. Chaired numerous meetings in the U.S., Sakhalin Island, and Vladivostok. Hosted Sakhalin and Khabarovsk regional Duma delegations in Alaska and signed official protocols with both (1996 – 1998).
- As officer of the Energy Council, led delegations to Venezuela, Mexico, Bolivia, Costa Rica, and Canada. (1993 – 2000).
- Associate Fellow, The Nautical Institute, London, United Kingdom.
- Co-Chair of the Arctic Circle Task Force on Shipping and Ports.

## Civic and Professional Positions

- Principal Owner, Cloverland Farm, White County, IL and Hunt Valley, MD (1990 – present).
- Founding Board Member of the Damage Prevention Action Center (2024).
- Former Chair & Member of Executive Committee, Institute of the North Board of Directors (2010 – 2017).
- Member of the Board of the Marine Exchange Alaska (2011 – 2017).
- Vice Chair, Alaska Aerospace Corporation Board of Directors (2011 – 8/2016).
- Vice Chair, Alaska Gasline Development Corporation Board of Directors (2013 – 2015).
- Member of the Executive Committee, Arctic Power (2010 – 2016).
- Resources Consultant, Arctic Slope Regional Corporation (1987 – 2000).
- Legislative Ex Officio Member of the Boards of Anchorage Economic Development Corporation and the Alaska Women's Aid in Crisis (1990 – 2001).
- Alaska National Bank of the North, Fairbanks, Anchorage, and Manager in Kotzebue

## Education

- The Executive Program (TEP), Darden School of Business, University of Virginia (1989).
- MPA, Kennedy School of Government, Harvard University (1984).
- BA, Biological Sciences, Indiana University (1973).

Jason Brune  
Director, Environmental Management  
North Slope Borough  
P. O. Box 69  
Utqiagvik, AK 99723

Mayor Saima Chase and City Council  
City Manager Tessa Baldwin  
City of Kotzebue  
PO Box 46  
Kotzebue, Alaska 99752

Madame Mayor, Council and City Manager;

I write to recommend that you continue to retain Drue Pearce as your DC lobbyist.

Drue Pearce was engaged by the State of Alaska's Statehood Defense team in January 2022 to provide legislative/regulatory services with respect to strategy advice concerning public policy related to State's rights and natural resources extraction. Ms. Pearce's hourly contract was renewed twice.

I worked with Drue in my capacity as the Commissioner of the Department of Environmental Conservation. The Statehood Defense team was comprised of Governor Dunleavy's Resources Subcabinet, the Department of Law and the Governor's Office, as well as Ms. Pearce.

Drue provided invaluable services to the team. She provided input as the team identified its priorities, kept us informed with real time intelligence about efforts adverse to Alaska being undertaken by the Administration, whether through their regulatory agenda, permitting actions, or other activities; lawsuits affecting States Rights and court decisions. She also liaised with the Congressional Delegation when requested and participated in/ monitored Administration and Congressional action related to critical and strategic minerals and metals resourcing. Please note that the State doesn't "lobby", per se, but Drue often carried our messages and advocated for our positions.

Along with those duties, she also provided us with timely information about efforts of interest by third parties, whether friend or foe. She paid particular attention to the Arctic Council's activities and national security concerns related to Alaska and its Arctic.

My Deputy and I found her knowledge of the federal government's internal processes alongside her knowledge of our priority State's Rights issues and of the state's government and its people and places to be unmatched by anyone in DC. And she is indefatigable when pursuing a winning strategy for a solution to an issue.

I've known and worked with Drue since she served in the Alaska Legislature. It was a pleasure to have her join the State's team. Even though I've moved on to new challenges, I consider Drue an important resource who I know will answer my call to work on any issue.

I would hire Drue to bring her vast knowledge to support any efforts involving the federal government or NGOs without any reservation.

Feel free to contact me with any questions at [JBrune@me.com](mailto:JBrune@me.com).

Sincerely,

A handwritten signature in black ink, appearing to read "Jason Brune", with a long horizontal flourish extending to the right.

Jason Brune

# OVERVIEW

Section IX, Item a)

City of Kotzebue  
P.O. Box 46  
Kotzebue, AK 99752

Dear City Officials,

Thank you for the opportunity to offer you this proposal to represent the City of Kotzebue and respond to the Request for Proposal seeking a federal lobbying firm. We are excited about the opportunity to work with the city and feel that our experience and expertise will be a vital asset for the success of the city's goals.

Capitol Hill Consulting Group (CHCG) is a full-service, bipartisan government relations firm dedicated to providing comprehensive and individually tailored strategies to help our clients succeed in any environment. Our staff possess more than 150 years of combined congressional and political experience including a former Member of Congress, former Chief of Staff, and former policy advisers to federal agencies, the Speaker of the House, House and Senate Majority Leaders, and House and Senate Committee Chairs.

Our team has developed enduring bipartisan relationships throughout Congress, as well as with key White House staff in the Biden Administration, prospective future Administration staff, and agency officials. These relationships will allow us to relay information to key policymakers and make the necessary introductions on behalf of our clients. CHCG boasts expertise in a wide array of policy portfolios. We pride ourselves not only on the breadth, but the depth of our impact in Alaska and Washington, D.C. Many people have contacts, but we foster relationships. No matter which political party is in control of the White House, Congress, or state government, we are confident we can be an effective partner to the city of Kotzebue.

As a firm, we appreciate the uniqueness of rural Alaska and strive to ensure that all of our efforts reflect the realities of life in villages and hubs. Unlike many D.C. firms that see rural Alaska in terms of statistics and a potential paycheck, we know the joy and challenges of the remote parts of the state. There are not many lobbyists in this city who have used a honey bucket or developed legislation with whaling captains, as we have.

We appreciate your consideration of this proposal. We are excited about the possibility of working together to elevate the city's priorities at the federal level. We look forward to further discussions, and please do not hesitate to reach out with any questions.

Sincerely,

Alex Ortiz  
Senior Vice President  
Capitol Hill Consulting Group  
[aortiz@capitolhillcg.com](mailto:aortiz@capitolhillcg.com)  
(919) 260-1055

Kristina Wilcox  
Partner & Chief Operating Officer  
Capitol Hill Consulting Group  
[kwilcox@capitolhillcg.com](mailto:kwilcox@capitolhillcg.com)  
(607) 759-4527

## *Introduction*

CHCG represents a wide array of clients including a portfolio of Alaska entities and several municipalities. This experience will help our firm’s representation of Kotzebue. CHCG has scored a number of “wins” for our clients through specific legislation, regulatory approval of projects, coordinating briefings for Representatives and Senators, and facilitating witness testimony.

Our proposal is for Alex Ortiz and Kristina Wilcox to provide joint federal representation for the city, with occasional assistance from Congressman Steve Southerland on an as-needed basis. This partnered approach provides benefits compared to other firms given the diversity of Alex and Kristina’s experience, along with the larger capacity of having two principals acting on Kotzebue’s behalf. Further, it allows Congressman Southerland to tag in and provide the city with high level access to Members of Congress, based on his extensive bipartisan relationships, and systems within the House and Senate that only a former Member can provide.

Alex Ortiz, Senior Vice President, served as Congresswoman Mary Peltola’s (D-AK) first Chief of Staff and was the last Chief of Staff to former Dean of the House Don Young (R-AK). During his over 15 years working in Congress, Alex shepherded many pieces of legislation from conception to enactment and successfully pursued Congressional oversight to overcome barriers with federal agencies.

During his time with Congressman Young, Alex worked directly on issues that are relevant to Kotzebue. This included leading the Congressman’s efforts during the development and passage of the Bipartisan Infrastructure Act. This legislation, which had its origins based in part on conversations Alex facilitated between the Congressman and the White House, is currently responsible for sending millions of dollars to Alaska. Alex’s efforts helped shape the Act such that rural and remote communities received priority in much of the formula and grant money that it allocated. For example, there was a debate about whether broadband funding should include a population preference, which would have benefitted urban areas, or focus on buildout to un- and under-served communities. Alex’s push with the Alaska Delegation ensured that the latter won out. Ultimately, final passage of the legislation hinged on Congressman Young, with Alex’s support, rounding up Republican votes to secure House passage.

Alex led Congressman Young’s team during the re-establishment of Congressionally Directed Spending, also known as earmarks or Community Project Funding. He was also responsible for setting up Representative Peltola’s system for reviewing and requesting earmarks as part of setting up her office. Alex’s experience on this front, and his familiarity with the annual appropriations process in general, will give Kotzebue an edge in obtaining funding for its capital projects and other programs of importance to the community.

Alex has a strong appreciation for housing policy and understanding of how limited housing availability is hampering sustainability and growth in rural Alaska. His time with Congressman Young and Representative Peltola included spearheading efforts with the Alaska Housing Finance Corporation and the Rural Alaska Community Action Program (RurAL CAP). Over the years, he fought to secure passage of a bill to reauthorize and improve the Native American Housing Assistance and Self Determination Act of 1996 (NAHASDA). This multi-year endeavor positioned Alex to work well on finding creative solutions for housing needs.

Certain federal programs have an outsized relevance to rural Alaskan municipalities. In his years serving in the Alaska Delegation, Alex has fought to protect and expand many of these programs. This includes the Impact Aid program, which reimburses school districts for tax revenue lost from the presence of federal land and facilities and for carrying out federal obligations. Alex worked with a bipartisan coalition in the House to ensure that Alaskan communities received Impact Aid funding when it was due and received back payments when disbursements were initially missed because of interruptions like government shutdowns.

Circumstances in rural Alaska can sometimes take a devastating turn. We have seen this recently with the landslide in Alex’s hometown of Ketchikan. During his time with Representative Peltola, Alex led the office’s response to Typhoon Merbok. In particular, his efforts in coordination with the rest of the Delegation made sure that the federal government was responsible for 100 percent of the share of the eligible disaster assistance costs. This lifted a major burden for the affected communities that had critical infrastructure damaged by the storm along with families seeking individual assistance.

Alex’s unique trajectory working on Capitol Hill resulted in him building relationships with staff that will be helpful to Kotzebue. Mike Songer, who was his defense staffer in Congressman Young’s office, is now Senator Murkowski’s defense staffer. The same is the case for Kevin Swanson, who is now Senator Murkowski’s transportation and infrastructure staffer. Alex has worked in the same office as a significant portion of Senator Sullivan’s senior staff. In addition, Alex directly hired Representative Peltola’s staff throughout the course of establishing her office following her special election.

Kristina Wilcox, Partner, has been with CHCG for over 16 years where she has had a major focus on Alaska issues. She has successfully built bipartisan coalitions behind her client’s priorities and helped get major Alaska projects across the finish line. Kristina has cultivated relationships with key lawmakers, particularly the Alaska Delegation.

Kristina has been incredibly successful at securing high dollar grants for our clients. This includes a \$88.8 million middle mile broadband grant, funded through the Bipartisan Infrastructure Act, which was unprecedented in its scale for Alaska. This buildout will bring high speed internet to many rural communities through the state and provide redundancy and reliability for our existing fiber network. Kristina also secured a \$37.5 million defense grant for critical mineral development in Alaska. This project will provide high paying jobs in communities that have faced limited economic opportunities.

Through the course of her work, Kristina has adeptly prepared clients for achieving their objectives on Capitol Hill. This has included interfacing with Congressional committees so that clients are able to serve as witnesses on legislation that has a significant impact on their operations. Recently she prepared a representative from an Alaska municipality to testify before the House Natural Resources committee where he faced hostile questions from some of the Members. Through Kristina’s rigorous preparation, in which she ran a simulated hearing, the witness was able to deliver a powerful message without tripping up from the combative questioning.

Kristina is known for delivering legislative results for clients. In this year’s National Defense Authority (NDAA) process, Kristina identified a pending amendment that would be harmful to one of our clients. After getting feedback from our client’s experts on how precisely the amendment would damage their business model, Kristina developed an outreach strategy. She contacted the Alaska Delegation, along with two Senate committees, and briefed them on the impact of the amendment. Within 24 hours of her engaging on the issue, the amendment had been withdrawn and was not included in the bill.

The Honorable Steve Southerland was first elected to Congress in 2010 to represent Florida’s Second Congressional District. Steve served on the House Agriculture as well as the House Transportation and Infrastructure Committees and was selected by his peers to be part of House Republican Leadership as Class President. He was then selected as leadership’s Farm Bill and Transportation Reauthorization conferee. This experience gave Steve a unique insight into the legislative and regulatory processes from a House Leadership perspective. Mr. Southerland also served on the House Natural Resources Committee and was on the Subcommittee on Fisheries, Wildlife, Oceans, and Insular Affairs. Steve has lasting bipartisan relationships from his time in Congress and has friendships with House Republican members across the ideological spectrum.

Steve has experience engaging on issues important to cities through the course of his work representing constituents and municipal clients in Florida. For example, Steve led the response to the devastating impacts of Hurricane Michael. When the hurricane struck in 2018, almost all HUD supported housing in Bay County, Florida was damaged or destroyed. Steve’s outreach to municipal entities and federal agencies was critical in providing emergency housing for residents who were displaced.

## *Scope of Work*

CHCG will lay the groundwork for Kotzebue’s success at the federal level by working with the city to develop and execute a comprehensive legislative and regulatory strategy. This would include an assessment of the city’s existing and future priorities. We will engage with the city’s subject matter experts to translate the needs of the community into actionable objectives.

Alex and Kristina will work with the city to foster the necessary federal relationships and set the stage for Kotzebue to achieve those objectives. CHCG works with the Alaska Delegation on a daily basis, but we strongly believe that success in Congress is often achieved by building and relying on a base of support that spans beyond a single delegation. By organizing D.C. fly-ins that expand Kotzebue’s reach, we will empower the city to achieve results on a bipartisan basis, on both sides of Capitol Hill, and through all the committees with jurisdiction over its issues.

CHCG recognizes that lobbying work is often only one aspect of the needs of our clients. We offer consulting, strategic planning, and informational outreach as part of our contract. Our firm always customizes its offerings to the needs of our clients, and we will aim to configure our services in a way that best fits Kotzebue’s preferred methods of making progress. We propose setting up an initial meeting to discuss how to plug into the city’s operations and become a natural extension for Kotzebue at the federal level.



As a first step, CHCG will submit a multi-stage annual plan. This will delineate the goals for the prongs of our comprehensive strategy. It will also identify important timelines for Kotzebue, particularly in light of major agenda items coming down the pipe from Congress and the Administration. For example, we know that tax reform will be front and center at the beginning of next year, regardless of the election. By highlighting that in the plan, we will be able to anticipate how to structure Kotzebue’s tax related asks and the timing for pursuing them.

CHCG will also map out a course for messaging. CHCG will tailor individualized tactics for securing positive determinations from key individuals and entities with decision-making power over Kotzebue’s priorities. CHCG will handle these plans for engagement with a level of nuance and care that takes into consideration the particular leanings and missions of these targets and the realities of rural Alaska. Our planning will keep Kotzebue consistent in its approach to securing positive determinations and outcomes. This will include identifying an approach for coordinating meetings with relevant committee staff and member offices. Our preexisting relationships will be vital to help the process.

In addition, CHCG has successfully obtained millions of dollars on behalf of our clients in the annual appropriations process and has a partnership with a firm that has a proven track record of obtaining major grants. We will prepare, submit, track, and advocate for Kotzebue’s programmatic and earmark funding requests.

CHCG has helped clients navigate difficult issues with the federal government and stands ready to assist Kotzebue with any regulatory problems it encounters during the course of its operations. Sometimes federal actions put rural Alaskan communities on the defensive, and CHCG is experienced at fighting these battles.

We have a team of Legislative Assistants to monitor bills and regulatory actions that could impact the company. Our team will provide comprehensive legislative and regulatory monitoring for Kotzebue including daily and weekly email updates on relevant federal news, bill tracking, committee hearing analysis, and research services. Our Legislative Assistants also handle trip scheduling and logistics for events in Alaska and D.C. CHCG will ensure that Kotzebue’s leaders have the information they need to make the right decisions on federal issues.

CHCG recognizes that the needs of clients change and evolve. During the course of working together, Kotzebue may find it useful to expand the scope of services from CHCG. Our firm is always open to discussing ways that we can adapt our offerings. CHCG hopes to foster a long-lasting relationship with a comprehensive representation of the City of Kotzebue.

## *Experience*

CHCG is a multi-client lobbying firm that has had many “wins” in various issue areas including health, energy, trade, agriculture, tax, Tribal affairs, and transportation. Our wide range of services and experience makes CHCG well equipped to handle any legislative and regulatory needs. CHCG has extensive experience in the appropriations space and will work with the City of Kotzebue to successfully obtain Community Project Funding dollars and secure legislative victories.

- Authorized a small boat harbor for the City of Valdez in the Water Resources Development Act (WRDA) and then secured funding at \$20 million.
- Secured \$5 million in Community Project Funding for the City of Valdez for a Sewer Force Main Replacement in the FY23 Omnibus Package.
- Secured \$3 million in Community Project Funding to address childcare needs for the City of Valdez in the FY24 Appropriations package.
- Secured the inclusion of a Community Project Funding request in the Senate FY25 Appropriations bill to replace the City of Valdez Emergency Services Radio Communications Infrastructure.
- Secured \$5 million in Community Project Funding for Panama City Beach to conduct Phase 1 Potable Water Redundancy Improvements.
- Secured \$35 million in the FY24 Appropriations Package for Advanced Turbine research for the Gas Turbine Association (GTA).
- Secured \$8 million in the FY24 Appropriations Package for the Risk Based Data Management System for the Ground Water Protection Council (GWPC).
- Secured \$1.2 million in the FY24 Appropriations Package for Class VI regulator training for the Ground Water Protection Council (GWPC).
- Assisted a Northwest Tribe draft and passed legislation which conveyed over 17,000 acres to Tribe.
- Secured language inside the National Defense Authorization Act (NDAA) preventing the closure of an Illinois landfill, which is critical for the environmental cleanup of a large ammunition depot. This effort included coordination with local, state, and federal stakeholders, improving the environment, protecting jobs, securing continued military base presence.
- Advised a client in the forestry industry to start a tax committee in the face of major reform legislation and helped win the preservation of timber industry tax benefits in the Tax Cuts and Jobs Act (TCJA).
- Included a provision in the 2015 Patient Access and Medicare Protection Act, that ensured access to radiation therapy technology for seniors receiving radiation treatment.

### Client Reference

Bridget Anderson  
Senior Vice President, External Affairs  
Arctic Slope Regional Corporation  
907-339-6066 (direct)  
907-615-7482 (mobile)  
[banderson@asrc.com](mailto:banderson@asrc.com)

# YOUR INVESTMENT

## *Pricing*

CHCG uses a retainer billing structure, as it is impossible to put an hourly price on a connection-dependent profession where superior contacts may promote a client's issue in minutes as opposed to weeks of billable hours. Our contracts provide both parties the right to terminate the contract with 30 days' notice in the event either party is not entirely satisfied with the relationship. We are available to commence our work as soon as possible.

**Capitol Hill Consulting Group proposes the following offers (billed monthly):**

Description	Price	QYT	Subtotal
Annual Retainer Paid Monthly	\$5,000	12	\$60,000/year
<b>Total</b>			<b>\$60,000</b>

Given the importance of building and maintaining relationships between Kotzebue and decision makers, it is our hope that this will be the beginning of a long and successful relationship.

We look forward to speaking with you about the services we can provide to ensure Kotzebue achieves its goals. If you have any questions, please do not hesitate to call.

# OUR TEAM

## Alex Ortiz, Senior Vice President



Prior to joining Capitol Hill Consulting Group, Alex Ortiz served as Chief of Staff for Congresswoman Mary Peltola (D-AK), where he set up her office after her special election victory. During his time with Peltola, Alex worked with the Alaska Delegation and stakeholders to secure vital wins including federal disaster assistance in the aftermath of Typhoon Merbok and reapproval of the Willow Project. After joining CHCG, he has assisted the Congresswoman’s reelection team with a focus on Republican and Alaska Native outreach.

The bulk of Alex’s tenure on the Hill was with Congressman Don Young (R-AK), Dean of the House, where he served as Chief of Staff. In his role, Alex spearheaded the Congressman’s efforts to secure passage of the Bipartisan Infrastructure Bill, from early conceptual talks with the White House to the Congressman whipping Republican votes vital for the measure to be signed into law. He also oversaw the reestablishment of Congressman Young’s program to maximize the beneficial impact to Alaska of Community Project Funding, a practice the Congressman was famous for. Following Congressman Young’s passing, Alex stayed on as Chief of Staff for Alaska’s at-large Congressional District, orchestrating the archiving of 49 years’ worth of the Congressman’s papers and memorabilia.

Ortiz previously served as Congressman Young’s Legislative Director, shepherding numerous pieces of legislation, from drafting to codification, during a time period when the Center for Effective Lawmaking consistently named Young among Capitol Hill’s most effective Members of Congress, and the Lugar Center ranked him among the most bipartisan Members. During his tenure in Congressman Young’s office, Alex had a particular policy focus on Alaska Native and American Indian affairs, natural resources, transportation and infrastructure, education, housing, and agriculture.

Ortiz is one of the few Congressional staff to be Chief for both a Republican and a Democrat. Roll Call published a piece about Alex’s unique journey to work for Representative Peltola [in this profile](#).

Alex started his career with Senator Ted Stevens (R-AK) and has previous government relations experience representing a diverse range of Alaskan and non-Alaskan clients. Alex is a graduate of the University of North Carolina at Chapel Hill. He was raised in Ketchikan, Alaska where some of his family still resides.



Steve Southerland, II, joined Capitol Hill Consulting Group in March of 2015 and has built a diverse client list in the areas of transportation, maritime, defense, healthcare, energy, tax, trade, real estate, and public municipalities. During his time with CHCG he has assisted clients meet their governmental affairs goals, whether calling on Members of Congress, Administration officials, or committee staff. Steve remains very close to his former colleagues still serving in the United States Senate, House of Representatives, and Administration positions.

Steve is a lifelong resident of Panama City, Florida, where he still calls home. He earned a degree in business management from Alabama’s Troy State University and an additional degree in mortuary science from Jefferson State Junior College. After college in 1987, he joined his family’s three generation business, Southerland Family Funeral Homes, where he still serves as an officer and stockholder.

Steve was first elected to Congress in 2010 to represent Florida’s Second Congressional District and was its first elected Republican since Reconstruction. While in office from 2010-2014, he served on the Agriculture, Natural Resources, and Transportation and Infrastructure committees.

Steve was chosen by the class of 2010 to be its representative at the Republican Leadership Table for the 113th Congress and he also served as a Republican conferee for reauthorization of both the Transportation and Farm bills. Steve and his wife, Susan, are the proud parents of four daughters, Samantha, Stephanie, Allison, and Abby.

**Kristina Wilcox, Partner**



Kristina Wilcox joined CHCG in 2007, and over almost two decades has built her practice in Arctic issues, energy, technology, trade, higher education, financial services, and natural resources. A thoughtful and well-connected leader, Kristina is respected for working on both sides of the aisle to help clients achieve long-term success in Washington.

Kristina has built her network throughout Washington, D.C. by taking leadership roles in numerous organizations. She sits on the boards of the Jenkins Hill Society (a DCCC partnered all-woman fundraising group), Verizon’s Consumer Advisory Board, the National Democratic Club of Washington, D.C. and the New York State Society of Washington, D.C. and serves as the Executive Director of the Women’s High-Tech Coalition, managing executive board operations, member recruitment, bipartisan congressional outreach, and external affairs.

Kristina got her start in the office of Congressman Maurice D. Hinchey (D-NY) and has worked for Johns Hopkins University, the 2008 Democratic National Convention, and most recently as Public Affairs Specialist for the Congressional Research Service at the U.S. Library of Congress where she coordinated congressional outreach. Kristina holds her Doctorate from Georgetown University in Business and Labor Policy, her M.A. in American Government from Johns Hopkins University and a B.A. in History from Binghamton University.

# Alexander Ortiz

Section IX, Item a)

- 2001 Taylor St NE / Washington, DC 20018 ▪ 919.260.1055 ▪  
▪ [alexandermortiz@gmail.com](mailto:alexandermortiz@gmail.com) ▪

## Legislative and Political Experience

### **Capitol Hill Consulting Group** [Jun. 2023 – Present]

#### *Senior Vice President*

- Developed advocacy campaigns based on clients' goals and policy initiatives.
- Secured bill and amendment language that was beneficial to clients.
- Restored a major appropriations line item that was cut, returning \$10 million per year to a client and preventing a major, successful project from being shuttered.
- Built client relationships with Members of Congress and Administration officials and advised clients on how best to leverage those relationships.
- Hosted fundraisers for candidates and engaged in strategic campaign outreach to target demographics.

### **Representative Mary Sattler Peltola** [Sep. 2022 – Jun. 2023]

#### *Chief of Staff*

- Built the office mid-session after a special election starting with limited staff and no systems into a fully functioning, highly effective legislative operation.
- Shepherded early wins vital for reelection including House passage of the Food Security for all Veterans Act and disaster assistance for Typhoon Merbok.
- Conducted high-level engagement with the White House, the Alaska Delegation, and stakeholders to secure reapproval of the Willow Project.
- Navigated the office through a unique political landscape shaped by Ranked Choice Voting, the Representative's moderate stances, and serving in the minority.

### **The Alaska Congressional District At-Large** [Mar. 2022 – Aug. 2022]

#### *Chief of Staff*

- Archived 49 years' worth of papers, memorabilia, and belongings.

### **Congressman Don Young** [Jan. 2012 – Mar. 2022]

#### *Chief of Staff*

*Prior positions: Deputy Chief of Staff; Legislative Director; Senior Legislative Assistant; Legislative Assistant; Scheduler; Correspondence Manager*

- Led the Congressman's efforts on many bills through the entire legislative process, from drafting to being signed into law, often over many years.
- Directed the office's outreach in support of the Bipartisan Infrastructure bill, from early conceptual talks with the White House to the Congressman whipping votes that were vital to its passage.
- Created a strategic plan for maximizing the beneficial impact to Alaska of Community Project Funding after the end of the earmark ban.

### **Birch, Horton, Bittner & Cherot** [Jan. 2009 - May 2011]

#### *Legislative Assistant*

- Lobbied Congressional offices and federal agencies for a diverse client list.

### **Senator Ted Stevens** [May 2007 - Jan. 2009]

#### *Legislative Correspondent*

- Wrote Senator Stevens' correspondence on a wide range of issues.

## Education

### **The University of North Carolina at Chapel Hill**

*Bachelor of Arts in Peace, War, and Defense*

**Kristina Wilcox**3008 Second Rd N, Arlington VA 22201 ▪ (607) 759-4527 ▪ [kwilcox@capitolhillcg.com](mailto:kwilcox@capitolhillcg.com)***Work Experience*****Capitol Hill Consulting Group  
Partner****Washington, D.C.****June 2021 - Present**

- Lobby on behalf of corporations, tribes, private businesses and trade associations on issues related to technology, Indian Affairs, natural resources, financial services, trade, education, Alaska issues, energy and small business.
- Work with Congress, federal agencies, and business community to help clients meet goals.

*Selected wins: Helped client to secure \$37 million in Department of Defense studies for natural resources feasibility study; Assisted client in winning \$88 million in funds for broadband project; Worked to secure tariff exemption for multi-national client; Advocated on behalf of Native Alaskans on successful oil and gas decision.*

**Senior Vice President****February 2014 – May 2021**

- Drafted policy documents, federal register comments and extensive briefing materials.
- Planned and executed large scale events, fly-ins, conferences and policy summits.

**Director of Government Relations****January 2009 – January 2014**

- Authored Congressional hearing memos and tracked legislative priorities for clients.
- Assisted with meeting preparation for partners, lobbyists, and clients.

**Women’s High-Tech Coalition****Washington, D.C.****Executive Director****February 2016 – June 2023**

- Managed corporate board operations, fundraising and congressional affairs for 501(c)3 not-for profit with goal of bringing together policymakers and influencers in technology.
- Planned and executed monthly events on tech issues, which have included: Trade, Cryptocurrency, 5G, IOT, Arctic Issues, Women and Social Media, and Tech and Elections.
- Serve as liaison to Congressional Women’s High-Tech Caucus in House and Senate.
- Spoken on issues related to women and technology in Washington, South by Southwest in Austin, Texas, San Francisco, and Alaska.

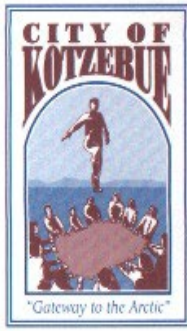
***Honors*****The Hill 2023 ‘Top Lobbyist’****Washington, D.C.**

- Named a Top Lobbyist from over 12,500 active lobbyists by The Hill.

**Excellence in Advocacy Awards Finalist****Washington, D.C.**

- Finalist for the Excellence in Advocacy Award in 2016 & 2018 by the Professional Women in Advocacy Conference.

***Education*****Georgetown University****Doctorate, Liberal Studies, Labor History, Ethics and Policy****John Hopkins University****Master of Arts, American Government and Politics****Binghamton University****Bachelor of Arts, History**



P.O. Box 46  
Kotzebue, Alaska 99752

City Hall  
(907) 442-3401

Police Dept.  
(907) 442-3351

Fire Dept.  
(907) 442-3404

Public Works  
(907) 442-3401

## Request for Proposals (RFP)

### Legal Services Contract: October 2024- October 2027

The City of Kotzebue is seeking proposals from qualified law firms or individual attorneys to provide legal services for a three-year term. The selected firm or attorney will act as the City's legal representative and advisor, offering counsel on a variety of legal matters pertinent to municipal governance.

The scope of legal services includes, but is not limited to:

- General municipal law advice and representation.
- Drafting and reviewing ordinances, resolutions, contracts, and other legal documents.
- Attendance at City Council meetings and other meetings as requested.
- Providing legal opinions and interpretations of federal, state, and local laws.
- Representation in civil litigation and administrative proceedings.
- Advising on labor and employment law matters.
- Advising on land use, zoning, and environmental law issues.
- Advising on public finance and bond issuance.

### Proposal Requirements

#### 1. Firm/Attorney Overview:

- a. Name, address, and contact information.
- b. Brief history and overview of the firm or attorney's practice.
- c. Areas of specialization and expertise.

#### 2. Qualifications:

- a. Description of the firm or attorney's experience with municipal law.
- b. Resumes of key personnel who will be assigned to the City's account.
- c. Examples of similar work performed for other municipalities.

#### 3. Approach:

- a. Outline of the approach to providing legal services to the City.

#### 4. Fee Structure:

- a. Detailed explanation of the proposed fee structure, including hourly rates for attorneys and support staff.
- b. Any alternative fee arrangements or retainer proposals.



**5. References:**

- a. Contact information for at least two municipal clients who can provide references.

**Submission Guidelines**

- **Bid Opening:** August 9, 2024
- **Deadline for Submission:** September 26, 2024
- **Submit To:** [customerservice@kotzebue.org](mailto:customerservice@kotzebue.org)
- **Contact for Questions:** Tessa Baldwin, City Manager, [tbaldwin@kotzebue.org](mailto:tbaldwin@kotzebue.org), 907-442-3401. All questions regarding this RFP will be posted the following Monday.

**Evaluation Criteria**

Proposals will be evaluated based on the following criteria:

1. Relevant experience and qualifications within Rural Alaska.
2. Comprehensiveness and clarity of the proposed approach.
3. Demonstrated success in similar legal experiences.
4. References and previous client feedback.
5. Knowledge of Rural Alaska.

**Selection Process and Timeline**

The City Manager will collect the RFP submissions and store them in a secure area. These submissions will then be presented to the City Council in early October during an executive session. Once a bid is selected, the lobbying firm will be notified, and the chosen firm will be confirmed by resolution on October 17, 2024.

- **RFP Issued:** August 9, 2024
  - **Proposals Due:** September 26, 2024
  - **Council Selection:** October 4, 2024
  - **Contract Sent for Resolution Approval:** October 17, 2024
  - **Contract Start Date:** October 2024
-

**SMITH + MALEK**  
ATTORNEYS

ROBERT B. LUCE  
Attorney at Law  
rob.luce@smithmalek.com  
Admitted in Idaho, Alaska, Oregon and Washington

September 16, 2024

Via U.S. Mail

Tessa Baldwin, City Manager  
City of Kotzebue  
P.O. Box 46  
Kotzebue, Alaska 99752

Re: RFP for Legal Services Contract: October 2024 - October 2027

Dear Ms. Baldwin,

My name is Robert Luce. As you may recall from a prior letter of interest/introduction, I grew up in rural Southeast Alaska (Wrangell). I am the Borough Attorney for the City and Borough of Wrangell under a comprehensive four-year contract and have a part-time residence in Wrangell. This background and experience has given me hands-on familiarity with many of the issues and challenges that rural communities face in Alaska.

As you will see from my attached resume and proposal, I have a broad range of experience (general municipal law, land use, water, transactional, human resources, code enforcement/compliance, public safety, governance, and code writing to name a few) which includes serving as the former City Attorney for the City of Boise, Idaho from 2014 to 2018.

Please consider this letter, my resume, and the attached submittal as a formal response to the City's RFP for municipal legal services.

Thank you in advance for your kind attention to my submission.

Very truly yours,



ROBERT B. LUCE  
Attorney at Law

# SMITH + MALEK

ATTORNEYS

Proposal for Municipal Legal Services  
City of Kotzebue, Alaska

**CONFIDENTIAL**

September 16, 2024

**Introduction**

Thank you for considering this proposal from Smith + Malek, PLLC (“Smith + Malek”) for municipal legal services. We welcome the opportunity to serve the City of Kotzebue and believe our team will fit in well with yours.

**Firm Practice Areas**

In addition to our general business, real estate, and healthcare practice, our local government team has vast experience in all aspects of municipal law, including all of the services set forth in the RFP’s scope of services:

- General municipal law advice and representation.
- Drafting and reviewing ordinances, resolutions, contracts, and other legal opinions.
- Attendance at City Council meetings and other meetings as requested.
- Providing legal opinions and interpretations of federal, state, and local laws.
- Representation in civil litigation and administrative proceedings.
- Advising on labor and employment matters.
- Advising on land use, zoning, and environmental law issues.
- Advising on public finance and bond issuance.

**Providing the Most Value to Your Team**

At Smith + Malek, our priorities are to provide clarity to our clients, help mitigate risks, and handle issues that arise in a way that reduces conflict and expense. We work as a team and have found that creative solutions are a natural product of our environment. Because we have numerous attorneys with a wealth of varied knowledge, if you choose to work with us, we will provide service that surpasses that which a single attorney can provide.

**Meet Our Local Government Team**



Rob Luce will be your main contact for legal services and is the proposer for purposes of this RFP. He is a member in good standing of the Alaska Bar Association and is qualified to represent the City in all state of Alaska courts and in the District of Alaska. He has more than four decades of professional experience that spans private practice (litigation and general business/real estate), lumber manufacturing (V.P. and general counsel), and state and local government (Deputy Attorney General and the City Attorney for the City of

Boise, Idaho).

Rob grew up in rural Southeast Alaska (Wrangell) and is licensed to practice law in Idaho, Oregon, Washington, and Alaska. In that capacity, he advises clients across the Pacific Northwest on regulatory compliance issues, as well as general contract, human resources, and related business issues. Rob is the Borough Attorney for the City and Borough of Wrangell under a comprehensive four-year contract. He has a part-time residence in Wrangell and visits his

hometown regularly. This background and experience has given Rob hands on familiarity with many of the issues and challenges that rural communities face in Alaska.

Rob served as the City Attorney for Boise from 2014 to 2018. As a working City Attorney, Rob was the executive and administrative head of the City's legal department. He actively led the code writing and transactional practice teams.

Prior to serving as Boise City's chief legal officer, Rob served as the Department of Health and Welfare's Administrator of the Division of Family and Community Services (child protection and services for the developmentally disabled). In these roles, Rob gained significant experience with respect to state and local government and engaging with the various administrative processes.



Kimberly Smith specializes in municipal and local governance law, land use, and general business matters. Prior to joining Smith + Malek, Kim led the Public Safety Division of the Boise City Attorney's Office, where she oversaw all of the city's litigation as well as provided legal services and counsel to elected officials and police and fire department leadership. Kim previously served as a prosecutor in both Idaho and California, where she handled an extensive caseload of felonies, misdemeanors, juvenile offenses, and appeals. Kimberly is licensed to practice law in Idaho, California, Washington (pending), and Alaska (pending).

**Hourly Rates and Proposed Governmental Rates**

The following are the typical hourly rates for the attorneys listed above: Rob Luce: \$475 and Kim Smith \$375.

We find that many non-profit organizations, and state, local, and tribal governments, prefer a fixed rate for all attorneys. Feedback from our clients indicates that this is the best value, which also coincidentally aligns with the RFP. Our proposed governmental rate for the City of Kotzebue is \$275 per hour. Travel time for all City Council meetings will be billed at a 50% discount or \$138 per hour in recognition of the fact that productivity may be negatively impacted during travel and in-flight.

**Conclusion**

It should go without saying that we would be honored to provide legal services to the City of Kotzebue. We look forward to the opportunity to work with you and thank you for taking the time to consider our proposal. Please do not hesitate to contact Rob with any questions. He can be reached via email at [rob.luce@smithmalek.com](mailto:rob.luce@smithmalek.com) or via phone at 208-473-7009. Rob's cell phone number is 208-412-7492.

Respectfully submitted this 16th day of September, 2024. Robert B. Luce, Attorney

## Statement of Qualifications

1. As set forth in their respective resumes, Rob and Kim have a wide range of experience that will be highly beneficial to the City of Kotzebue. Rob has provided services in nearly every possible sector and area of law over the course of his career including private practice, corporate counsel, state government, municipal government, and the private sector working for and with non-profit health care centers. Rob is licensed to practice law in Alaska, Idaho, Washington, and Oregon.
  
2. Kim is an accomplished prosecutor and has provided civil legal counsel to various municipal department heads, with a focus on public safety clients. She also has significant risk management and municipal land use experience. Kim is licensed in California, Idaho, Washington (pending) and Alaska (pending).
  
4. Rob and/or Kim were heavily involved in the following cases while he was the City Attorney for Boise:
  - *Martin v. City of Boise*, 140 S. Ct. 674 (2019) defense of anti-camping ordinance.
  - *Rossmann v. City of Boise*, defense of a tort claim alleging the City was negligent in issuing a building permit for a multi-million-dollar home that slid down a hill and was condemned.
  - *Bedard and Musser v. City of Boise City*, 403 P.3d 632 (Idaho 2017) disputed easement.
  - *James v. City of Boise*, 160 Idaho 466 (Idaho 2015) defense of excessive force claim.
  - *State of Idaho v. Connor Neil Wolf*, CR-FE-2015-16885 prosecution of a felony domestic battery with traumatic injury.
  - *Highlands Cove v. The City of Boise*, CV-OC-2016-05440 defense of Boise City's land use decisions on judicial review.
  
5. In terms of general municipal law and drafting and reviewing ordinances, resolutions, contracts and other legal documents, Rob led the code writing team at the City of Boise. Major accomplishments included: rewriting city code pertaining to business licensing, day-care, and e-bike/e-scooters. This included drafting and presenting on multiple ordinances and resolutions. Rob and Kim were also involved in preparing and reviewing the City Council's weekly agenda packet which exceeded 500 pages covering consent agenda, resolutions, ordinances, public hearings, appeals, and executive session. This task was a weekly refresher course on the myriad of issues that are challenging for municipalities. They both directed advised, and drafted many, many legal opinions on a myriad of state, federal, and local issues.

Kim handled public records requests for the City of Boise from 2018 until her coming over to Smith + Malek. Rob performed that same service for the Idaho Department of Health and Welfare from 2006 to 2010 as a deputy attorney general. Both are very familiar with the rules, regulations, and law pertaining to open meetings, public records, and applicable codes of conduct. Rob advised the Clerk's Office which included code enforcement including parking, noise, and animal control.

Rob and Kim are both knowledgeable in the area of land use and zoning, including the process and procedure involved with historic preservation districts, plats, design review, permitting, and appeals. Rob worked with Boise's Planning and Zoning Department on large scale projects like the Boise Sports Stadium (abandoned by a new administration) and low income housing projects for the homeless and veterans, which involved complex financing and bonding issues. He was also instrumental in negotiating an extensive expansion of a large regional hospital that involved vacating a major arterial in downtown Boise. He worked directly with Boise's downtown redevelopment agency on major real estate/development projects during his tenure as the Boise City Attorney, all of which implicated the acquisition and disposition of public property that had to comply with purchasing, sales, and municipal tax laws. In addition, Rob worked with department heads to ensure procurement rules and regulations were followed in the course of leasing or purchasing such things as police cars and fire trucks.

With respect to labor and employment matters, Rob represented the City of Boise in two distinct contract negotiations with the police and fire and was involved in numerous strategy sessions over public employee labor grievances. Kim advised Boise's Police and Fire Departments on a daily basis with respect to labor negotiations, employment matters, policy drafting, contract negotiations, and the various general legal matters that arise in a municipal setting. Both Rob and Kim, actively engaged in consultation with Boise's Human Resources Department.

Kim led the Public Safety Division while at the City of Boise and advised Boise Police Department Command Staff on a daily basis with respect to the complex laws and issues that police departments regularly face. This included advice on executing and obtaining warrants, excessive force, risk management, Police Academy training, contract drafting and negotiation, procurement, and labor and employment matters. She is very knowledgeable in these areas of the law.

**Conflicts**

There are no matters or cases where Smith + Malek represents an individual or an entity with interests potentially adverse to the City.

**Availability**

If we are successful, the City will be Rob's primary municipal client in the Northwest Artic Borough. He or one of the other local government team members will be available during normal business hours Monday through Friday. We are dedicated to providing excellent customer service, which includes being available, sticking to deadlines, and working to accommodate the City's schedule to every extent possible. In most cases, we will return calls or inquiries the day they are received. After hours calls, texts, and emails will be returned the following day. Services will be delivered by Rob and Kim from our Boise, Idaho office. We don't envision any change in availability for the foreseeable future.

### **Disclosure**

There are no known significant prior or ongoing contract failures, contract breaches, civil or criminal litigation or bar association investigations which involve Rob, the proposer, as a party or in which Rob has been judged guilty or liable or sanctioned.

### **Fee Schedule**

Our proposed flat governmental rate is \$275 per hour. Travel time for all Council meetings will be billed at a 50% discount or \$138 per hour in recognition of the fact that productivity may be negatively impacted during travel and in-flight.

### **Municipal Experience**

In addition to their service at Boise City, Rob and/or Kim provided a variety of legal services to the following counties and municipalities pursuant to contracts that are in the public domain:

- Wrangell, Alaska
- Garden City, Idaho
- Eagle, Idaho
- Meridian, Idaho
- Ada County, Idaho
- Canyon County, Idaho

### **References**

- Honorable David H. Bieter, Mayor of the City of Boise (2004-2020)
- Denis Doan, Fire Chief, Gig Harbor Fire & Medic One (formerly Fire Chief Boise City 2008-2020)

Respectfully submitted this 16<sup>th</sup> day of September 2024.

  
Robert B. Luce, Attorney





## Robert B. Luce

208-412-7492 - cell  
rob.luce@smithmalek.com

Rob is an attorney with Smith + Malek, Boise, Idaho. In that capacity he provides counsel (transactional, contracting, compliance, and HR) to federally qualified health care centers, non-profits, individuals, and governmental entities across the Pacific Northwest and Intermountain West, including the state of Alaska.

Prior to coming out of retirement he was the City Attorney for Boise City. As the City Attorney he served as the chief legal advisor to the mayor and council. Rob actively led the transactional/contract, labor, and code writing teams. Major accomplishments included: rewriting city code pertaining to business licensing, day-care, and e-bikes/e-scooters. He was instrumental in drafting and negotiating multiple major property transactions.

**HULA PROPERTIES, LLC – May 2005 to present.** As manager, Rob owns, manages, and restores historic rental properties in Boise’s North End.

**TERRY REILLY HEALTH SERVICES – December 2018 to December 2020.** Rob provided in-house legal services and established the first corporate counsel role for TRHS. In that time, he was instrumental in training medical professionals and writing policies and procedures, including HIPPA, informed consent, and mandatory reporting, among many others.

**BOISE’S CITY ATTORNEY – October 2014 to October 2018.** In that capacity he served as the City’s chief legal advisor and senior partner of the third largest municipal law firm in the Pacific Northwest. In addition to restructuring the office with an emphasis on improving the quality of legal services provided, as a working city attorney, Rob was responsible for state, federal, and local compliance, including HIPPA, open meetings, public records, and ethics in government. He was instrumental in devising multiple organizational property wins for the community, such as the fair housing projects known as Adar Manor and Housing First.

**DEPUTY ATTORNEY GENERAL AND ADMINISTRATOR – December, 2006 to July 31, 2014.** As a deputy attorney general, Rob served as general counsel to the Division of Behavioral Health, the Division of Family and Children’s Services, the Board of Catastrophic Health Care Cost Program (medically indigent), and the Idaho State School and Hospital. As Administrator, Mr. Luce was the executive and administrative head of the division, which employed more than 800 individuals, with an annual budget of approximately \$95 million dollars.

**PRIVATE SECTOR - Idaho Timber Corporation, Boise, Idaho – June 1996 to December 2006. Hall, Farley, Oberrecht & Blanton, Boise, Idaho – January 1988 to June 1996. Karr Tuttle, Seattle, Washington – January 1987 to December 1987. Moffatt, Thomas, Barrett and Blanton, Boise, Idaho – December 1982 to December 1986.** As a litigation trial attorney and partner, Rob handled complex civil litigation (professional malpractice defense) from discovery through trial. As the first general counsel for Idaho Timber, he established the role of

in-house legal counsel and handled every conceivable matter – litigation, contracts, governmental relations and lobbying (largest trade dispute with Canada), worker’s compensation, employment, human resources, acquisitions, real estate, planning and zoning, risk management, insurance, OSHA, wage and hour, immigration and labor and tribal relations.

**PROJECT HAITI** – June 1996 to present. Rob established a 501 (c) (3) non-profit corporation for the purpose of fund raising and supporting the growth and development of a regional hospital in Port-au-Prince, Haiti. Over the last 28 years, he and Betsy have worked with St. Alphonsus and its Foundation to successfully develop a network of regular physician led team missions to Haiti which includes an annual fund-raising event in Boise.

**PERSONAL** - Rob was raised in Wrangell, Alaska. He married his high school sweetheart Betsy Bryson. They have two children, ages 31 and 27, both of whom were adopted from Haiti; one adorable Frenchie named Spud; 20+ fresh water pond fish, and one German riding pony. Rob enjoys cooking, golf, fly fishing, and snow skiing.

**EDUCATION AND PROFESSIONAL MEMBERSHIP**

Juris Doctorate, University of Idaho, Moscow, Idaho – Rank 5 of 93

B.A. Foreign Language (Spanish)/Political Science, Seattle University, Seattle, Washington – 12 months’ study abroad in Mar del Plata, Argentina

Wrangell High School, Wrangell Alaska - valedictorian

State Bar Memberships – Alaska, Idaho, Oregon, and Washington

**KIMBERLY E. SMITH**

6177 North Cape Arago Place  
 Garden City, Idaho 83714  
 208.949.9162  
 kimberlyerinasmith@gmail.com

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**EXPERIENCE**


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**Attorney • *Smith + Malek, PLLC* • Boise, ID • 2024 – present**

Advises clients on strategies to navigate the legal system, specializing in Real Estate, Business, Employment, Administrative and Regulatory Law, and Municipal Law.

**Public Safety Division Senior Manager • *Boise City Attorney's Office* • Boise, ID • 2017 – 2024**

Supervised a team of attorneys and staff representing Police, Fire, Human Resources, and Litigation; advised department leadership, the Mayor's Office, and City Council on legal issues including contracts and regulatory law, labor negotiations, arbitrations, employment matters, police oversight, risk management, emergency preparedness, litigation, constitutional issues, and general business matters.

**Deputy City Attorney • *Boise City Attorney's Office* • Boise, ID • 2015 – 2017**

Prosecuted misdemeanors and conflict felonies; drafted search warrants and provided on-call legal advice to law enforcement officers; screened and filed criminal cases; drafted and argued appellate briefs; liaised with the courts and community stakeholders; and trained law enforcement officers as a Peace Officers Training and Standards (POST) Academy instructor.

**Deputy Public Defender • *State Appellate Public Defender's Office* • Boise, ID • 2013 – 2015**

Drafted appellate briefs and argued criminal appellate issues in the Idaho Supreme Court and Idaho Court of Appeals.

**Deputy District Attorney • *Santa Clara County District Attorney's Office* • San Jose, CA • 2010 – 2013**

Prosecuted felony and misdemeanor cases from initial review and filing through pre-trial hearings, discovery, trial, sentencing, and subsequent proceedings; drafted and argued appellate briefs; handled motions to set aside convictions, petitions for rehabilitation and pardon, and motions to suppress evidence.

**Provisional License Attorney • *San Francisco District Attorney's Office* • San Francisco, CA • Fall 2009**

Conducted preliminary hearings; researched, drafted, and argued motions; interviewed and prepared victims and witnesses.

**Legal Extern • *U.S. Army Corps of Engineers, Office of Counsel* • San Francisco, CA • Summer 2009**

Advised senior attorneys on issues of employment, regulatory, and contracts law; prepared materials for litigation and assisted in depositions.

**Legal Extern • *Campbell & Jayne, LLP* • San Francisco, CA • Summer 2008**

Researched and drafted pre-trial and post-trial motions on federal and state criminal issues; conducted client interviews; assisted in court proceedings.

## EDUCATION

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**University of California, Hastings College of the Law**, San Francisco, CA • Juris Doctor, 2010

- Criminal Law Concentration
- Moot Court: Best Oral Advocate, Board Member, Coach
- *Hastings Science and Technology Journal*: Senior Editor, Founding Member

**Boston University** • Boston, MA • Bachelor of Science, Communication, *summa cum laude*, 2007

**University of Oxford** • Oxford, England • Honors Program for British History, Law, and Politics, 2006

## ASSOCIATIONS AND COMMUNITY SERVICE

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Idaho State Bar – Bar No. 9150

State Bar of California – Bar No. 271334

Garden City Planning and Zoning Commission • Commissioner

Giraffe Laugh Early Learning Centers • Board Member

Idaho Academy of Leadership for Lawyers • Class of 2019

Idaho Shakespeare Festival • Volunteer

Law-Related Education Program • Presenter

DUI In Schools Program • Presenter

High School Mock Trial • Judge

Organized Retail Crime Association of Idaho (ORCAID) • Presenter

**Joseph W. Evans  
Response to RFP for Legal Services  
City of Kotzebue**

**Pursuant to City of Kotzebue Resolution 24-45, dated August 1, 2024 and RFP  
for Legal Services Contract, August 9, 2024**

**[Bid Opening: August 9, 2024 / Deadline for Submission: September 26, 2024]**

**Submitted on Saturday, September 21, 2024 to**

**[customerservice@kotzebue.org](mailto:customerservice@kotzebue.org)**

**Introduction**

The City Council passed Resolution 24-45, entitled, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AUTHORIZING THE CITY MANAGER OR HER DESIGNEE TO FINALIZE AND PUBLISH A REQUEST FOR PROPOSAL (“RFP”) FOR LEGAL SERVICES FOR THE THREE-YEAR PERIOD OF CY2025, CY2026 AND CY 2027, dated August 1, 2024. This Resolution extended my present contract *nunc pro tunc* with the City of Kotzebue through December 31, 2024. See, fifth WHEREAS which provided, “[T]he current City Attorney has served in that position since 1999 and since his contract expired on June 30, 2024, the City Council *nunc pro tunc* extends his contract for six months for the period July 1, 2024 to December 31, 2024, so that any future contracts for City Attorney services shall be on a calendar year basis.” Therefore, this Response is to provide legal services to the City of Kotzebue for CY2025, CY2026 and CY2027 as stated in Resolution 24-45.

**Resume**

I came to Alaska with my family in 1966 and lived in Alaska (Anchorage and Fairbanks) from 1966 to 1998 and moved to Washington State in 1999. I now live in Bremerton, Washington -- on the west side of Puget Sound, in Kitsap County.

I enlisted in the United States Marine Corps following high school and served in the Marine Corps from 1967 to 1970. I was in Vietnam from June 1968 to July 1969 with the 2nd Battalion, 27th Marine Regiment and 1st Armored Amphibian Company, 11th Marine Regiment, 1st Marine Division. I was honorably discharged as a Sergeant (E-5) in September 1970.

I received my B.A. in political science from the University of Kentucky in three years (1970-1973) and graduated Phi Beta Kappa in May 1973. I then attended Duke Law School from 1973 to 1976. (I used the GI Bill for my undergraduate degree and the first year of law school.) I returned home to Alaska in June 1976.

I was admitted to practice law in Alaska in 1976. I worked at the Law Offices of Murphy L. Clark from 1976 to 1977 and, then, at Birch, Horton, Bittner and Cherot, in Anchorage and Fairbanks, from 1977 to 1998. I served as managing partner at Birch, Horton from 1984 to 1988. I am, also, admitted to practice law in Washington State (2000).

I was admitted to practice before the U.S. District Court - Alaska and the Ninth Circuit Court of Appeals in 1977; the D.C. Court of Appeals and U.S. Supreme Court in 1984; the U.S. Court of Appeals for Veterans Claims in 1999; and, the U.S. District Court - Western District of Washington in 2000.

I served two terms on the Anchorage Municipal Assembly (and did not run for a third). I was on the Board of Directors of the Alaska Municipal League from 1985 to 1991. I have served, continuously, on the Board of Trustees of the AMLJIA since it was found in 1988. I am presently also serving on the AMLJIA/APEI Consolidation Committee.

As noted below, I am currently City Attorney for the City of Kotzebue, City of Nuiqsut and City of King Cove. I have also served as a consultant and contract attorney for the City of Fairbanks, City of Kiana, City of Palmer, City of Pilot Point and City of Unalakleet.

Finally, for the past ten years, I have taught City Clerks from Alaska at the Northwest Clerks Institute (sponsored by Washington State University) at the University of Puget Sound in Tacoma, Washington. I will teach this class, again, in June 2025. (Each year, approximately 20-30 Alaska City/Borough Clerks participate in this class.)

**Municipal Cases**

A list of some of the municipal cases I have handled are as follows:

Reported Cases

WPTV, Inc. v. City of Petersburg, 1984 WL 908369 (Alaska, Feb. 1, 1984)

City of Fairbanks v. Amoco Chemical Co., 1995 WL 15591 (9th Cir., January 13, 1995)

City of Fairbanks v. Amoco Chemical Co., 952 P.2d 1173 (Alaska 1998)

FFFA, Local 1324 v. City of Fairbanks, 48 P.3d 1165 (Alaska 2002)

City of Kotzebue v. Lane, 2004 WL 1535165 (Alaska, July 7, 2004)

Randall v. City of Fairbanks, 352 F.Supp.2d 1028 (D. Alaska 2005)

Randall v. Williamson, 211 Fed.Appx. 565 (9th Cir. 2006)

City of Kotzebue v. State of Alaska, 166 P.3d 37 (Alaska 2007)

Russell v. City of Kotzebue, 258 P.3d 795 (Alaska 2011)

Brown v. City of Kotzebue et al., 2024 Alaska Supreme Court, S18360, MOJ (August 16, 2023)

City of Kotzebue et al. v. Outwater, Alaska Supreme Court, S19134, PforR (September 4, 2024)

Trial Court Cases

Wilfred Lane v. City of Kotzebue, 2KB-95-50CI  
(trial after remand from Supreme Court in 2001)

**Joseph W. Evans**

**Response to City of Kotzebue RFP for Legal Services for the three-year period CY2025, CY2026 and CY2027**

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Melton v. City of Kotzebue, 2KB-00-75CI

Tia Wakolee v. Reid Hermann and City of Kotzebue, 2KB-01-254CI

Roberta Carter v. City of Kotzebue, 2KB-02-175CI

City of Kotzebue v. State of Alaska, 2KB-03-66CI

Russell v. City of Kotzebue, 2KB-05-23CI

Henry v. City of Kotzebue, 2KB-05-43CI

Johnson v. City of Kotzebue et al., 2KB-05-107CI

KIC Construction v. City of Kotzebue et al., 2KB-05-115CI

Weibl v. City of Kotzebue, 3CO-05-14CI

Allen v. City of Kotzebue, 2KB-06-134CI

Viveiros v. City of Kotzebue, 2KB-06-159CI

Karmun v. City of Kotzebue et al., 2KB-06-185CI

Page v. City of Kotzebue, 2KB-07-76CI

Allen v. City of Kotzebue, 2KB-08-185CI

Lloyd Thomas v. City of Kotzebue, 2KB-09-223CI

Shroyer-Beaver v. City of Kotzebue, 2KB-10-69CI

Jolma v. City of Kotzebue, 2KB-12-34CI

Richards v. City of Kotzebue, 2KB-12-108CI

Reed v. City of Kotzebue et al., 2KB-14-13CI

Kayotuk v. North Slope Borough School District, 2BA-15-259CI

Cleveland v. City of Selawik, 3AN-17-05874CI

Eklund v. City of Kotzebue, 2KB-17-46CI

Brown v. Slease [KPD Police Officer], 2KB-17-66CI

Outwater v. City of Kotzebue et al., 2KB-22-00276CI

Clement Richards, Jr. v. Kotzebue Police Department, 2KB-24-00006CI

Joseph W. Evans

Response to City of Kotzebue RFP for Legal Services for the three-year period CY2025, CY2026 and CY2027  
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**Level of Experience**

In Kotzebue, Nuiqsut and King Cove, I work with the respective City Manager and City Administrator to draft ordinances and resolutions for presentation to the City Council. In Kotzebue, I have worked with the City Manager, City Planner, Chief of Police and Public Works Director on ordinance enforcement and zoning/land use regulation. Public employee labor law has been a significant part of my practice with those municipalities, as well as the City of Fairbanks.

Kotzebue has a 6% sales tax, 12% bed tax and a tobacco excise tax. Nuiqsut has a 12% bed tax and a tobacco excise tax. These communities use the ITB, RFP and RFI processes for their procurement needs. Contracts with successful bidders, as well as MOAs with other local entities, are also part of my practice.

I have handled numerous cases for police, fire and emergency medical operations including, among others, excessive force cases, §1983 claims and negligent firefighting.

Each of the communities I presently represent has disposed of public property -- real and personal -- over the years (or is considering such disposal at this time). I work with the Kotzebue Planning Commission on land management issues and, a few years ago, prepared a subdivision code and subdivision regulations for Kotzebue. I consult with the City Administrator in King Cove and City Administrator in Nuiqsut on land management matters, as well.

Grants through ADEC, USDA/RD, AEA, NPR-A and USACE are an important part of projects in all of the communities. I work closely with these granting agencies and the City Administrations on these matters.

**Joseph W. Evans**

**Response to City of Kotzebue RFP for Legal Services for the three-year period CY2025, CY2026 and CY2027**  
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I have also worked with ADEC (and the private contractor, Stantec, in Anchorage) on spill clean-ups for Kiana and Pilot Point.

**Conflicts**

I have no matters and/or cases that currently represent a conflict with/are potentially adverse to the City of Kotzebue and I would not undertake any such work if I were retained as General Counsel for the City of Kotzebue.

**Availability**

I am available 24/7, 365 days by text, phone and/or Internet for my clients. I pride myself on efficient, effective case management. I work out of my office in Bremerton, Washington and my daughter's home in Anchorage. Currently, I travel within the State of Alaska approximately one to two weeks per month.

**Disclosure**

I have no prior or ongoing contract failures of any kind -- no contract breaches of any kind, no civil or criminal litigation of any kind against me, no Bar Association investigations of any kind and have never been judged guilty or liable, or sanctioned.

**Approach**

I pride myself on being pro-active with my legal advice to my clients. That is, I try to avoid protracted legal matters that can be costly to my municipal clients. However, if litigation is necessary, I am prepared to vigorously pursue such. I work closely with my municipal clients to be fully informed of their respective needs and address those promptly. As noted above, I am not an 8am-5pm municipal attorney!

**Fee Structure**

I will be the only attorney providing legal services to the City of Kotzebue. My hourly rate for the City of Kotzebue from 1999 to 2007 was \$110.00 per hour for Attorney Time. From 2008 to the present my hourly rate for the City of Kotzebue has been \$150.00 per hour for Attorney Time. If I am selected to provide legal services for CY2025, CY2026 and CY 2027 to the City of Kotzebue my fee structure will remain the same as it has been since 2008:

Hourly Rates

\$150.00 per hour for Attorney Time

\$ 75.00 per hour for Paralegal Time

Travel Costs

No charge for time while traveling for City business. Other travel costs and expenses are billed at cost -- with airfare and ground transportation costs split amongst other clients whenever possible to minimize costs to any one client.

**Municipal Experience**

**City of Kotzebue (1999 to Present):** Ordinance and resolution drafting, ordinance enforcement, public records law, zoning and land use regulation, public employee labor law, municipal sales tax, tobacco excise tax, municipal procurement and contract law, laws and litigation related to police, fire and emergency medical operations, acquisition and disposal of public property, land management, ANCSA/ANILCA, ADEC / EPA / USDA-RD / ANTHC / SRF / Denali Commission / NANA VEI / NWAB VIF grants, police excessive force, small boat harbor, municipal-owned liquor store. [Contact Person: Tessa Baldwin, City Manager]

**City of Nuiqsut (2008 to Present):** Ordinance and resolution drafting, ordinance enforcement, public employee labor law, tobacco excise tax, municipal procurement and contract law, disposal

Joseph W. Evans

Response to City of Kotzebue RFP for Legal Services for the three-year period CY2025, CY2026 and CY2027

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of public property, NPR-A grants, early-learning center, oil company relations, oil company grants. [Contact Person: Jeremy Kasak, Office Manager]

**City of Pilot Point (2014 to 2018):** Ordinance and resolution drafting, public employee labor law, municipal procurement and contract law, disposal of public property, AEA Renewal Energy Grants, PPTC Seafood processing plant, ADEC clean-up. [Contact Person: Lori Ann Abyo, former City Manager]

**City of Fairbanks (2002-2011 and 2016-2017):** ALRA, public employee contracts, public employee discharge. [Contact Person: Paul Ewers, former City Attorney]

**City of Palmer (2013):** Conflict of interest matter. [Contact Person: former Finance Director, Esther Greene]

**City of Unalakleet (2016):** USACE/River Revetment Project/Authorization for Entry -- brief, one-time matter. [Contact Person: Shannon Hough, former Administrator and former Noele Weemes, Grant Administrator]

**City of King Cove (2024):** general City Attorney legal services [Contact Person: Garry Hennigh, City Administrator]

**References**

Tessa Baldwin, City Manager  
City of Kotzebue  
P.O. Box 46  
Kotzebue, Alaska 99752-0046  
(907) 442-3401 [City Hall]  
[tbaldwin@kotzebue.org](mailto:tbaldwin@kotzebue.org)

David L. Arnold, Ph.D., former City Administrator  
City of Nuiqsut  
(907) 415-1551 [Cell]  
[drdavidlarnold@gmail.com](mailto:drdavidlarnold@gmail.com)

Joseph W. Evans  
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Jeremy Kasak, Office Manager  
City of Nuiqsut  
P.O. Box 89148  
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**Conclusion**

I would be honored to continue to serve as the City Attorney for the City of Kotzebue for CY2025, CY2026 and CY2027 if selected by the Review Committee.

Respectfully,

  
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