

**TOWN OF SILT
RESOLUTION NO. 26
SERIES 2024**

**A RESOLUTION OF THE BOARD OF TRUSTEES APPROVING AN
AGREEMENT FOR PROFESSIONAL SERVICES WITH SUSTAINABLE
STRATEGIES FOR MANAGEMENT AND GRANT SERVICES FOR THE TOWN
OF SILT, COLORADO**

WHEREAS, the Board of Trustees ("Board") of the Town of Silt ("Town"), Colorado, has the authority to approve agreements in accordance with the Home Rule Charter and Silt Municipal Code; and

WHEREAS, the Town recognizes that it must meet the demand of the public for public improvements, including, but not limited to an Interstate 70 pedestrian overpass, other pedestrian safety improvements, safe drinking water, wastewater treatment, park improvements, and other facility improvements; and

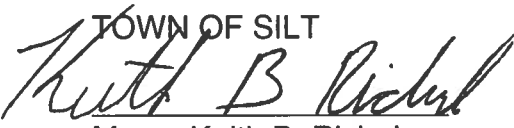
WHEREAS, Sustainable Strategies is prepared to provide guidance on federal and state programs to assist Silt with projects to upgrade and support its Water and Sewer Utility; and

WHEREAS, the Board desires to sign an agreement with Sustainable Strategies to provide for their management and grant services to the Town.

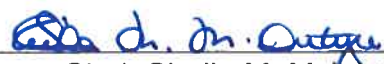
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF SILT, COLORADO, that

1. The above recitals are hereby incorporated as findings by the Town of Silt.
2. The Board hereby authorizes Town Manager, James Mann to sign an agreement with Sustainable Strategies, Inc. that provides for management and grant services to the Town.
3. The Board hereby approves the agreement in the form attached hereto as Exhibit A, as it may be amended from time to time.

INTRODUCED, APPROVED AND ADOPTED at a regular meeting of the Board of Trustees of the Town of Silt on the 8th day of July, 2024.

TOWN OF SILT

Mayor Keith B. Richel

ATTEST:


Town Clerk Sheila M. McIntyre, CMC





Sent via e-mail to jmann@townofsilt.org

May 29, 2024

Jim Mann, Town Administrator
231 N. 7th Street
PO Box 70
Silt, CO 81652

Re: Proposal for Project Management and Grant Services for the Town of Silt

Dear Town Administrator Mann,

On behalf of Sustainable Strategies DC (S²), I am pleased to provide this proposal to continue providing strategic project management, grant services, and state and federal advocacy for the Town of Silt. S² is a government affairs and strategic consulting firm based in Washington, DC, and Denver, CO, that represents local government and non-profit clients in obtaining resources for revitalization and sustainability. With over 75+ years of experience, the S² team has assisted clients as they developed projects and secured over \$1 billion for our clients through federal grants and earmarks, and state, local, and philanthropic resources.

S² is prepared to provide project management and consult on grant management for: 1.) the More Housing Now & Land Use Initiative grant for Silt's Housing Assessment and the Land Use Update and; 2.) the Greater Outdoor Colorado (GOCO) Grant for Community Park upgrades. S² worked with staff to obtain funding for both of these projects in 2023/2024 and it is our understanding that the Town would like further assistance to ensure these projects are a success.

Under this proposal, S² will provide guidance on federal and state programs available to assist Silt with projects to promote housing and the pedestrian bridge over I-70. Grant writing services will include submitting two grants, one Congressionally Directed Spending Request, and a strategic funding plan that lays out strategies for pursuing grant funding focused on these two projects.

SCOPE OF WORK

S² proposes to provide the following management services:

- High level project management of the Housing Assessment/Land Use Code Update Project and Community Park Update Project. We anticipate these services will not exceed 120 hours a year and will include:
 - Preparation of Requests for Proposals/Requests for Qualifications.
 - Advising staff on selection of Contractors.
 - Conveying partner discussions and follow up.

- Arranging calls with grant managers at DOLA and GOCO.
- Advising staff on grant management and outreach techniques.
- Prepare a Strategic Funding Plan.
- Undertaking all **grant-writing efforts** for up to two grants and one Congressionally Directed Spending request including:
 - Drafting of the **grant applications and all attachments**, preparing the grant for www.Grants.gov, and submitting the package.
 - Identifying **project stakeholder support** and gathering letters and other indications of support (such as calls the USEPA, US Department of Interior, and the Colorado congressional delegation).
- **Coordinating directly** with the offices of Senator Bennet, Senator Hickenlooper, and the new Congressional Representative.
- **Scheduling & preparing for meetings** with Senator offices, and your Member of Congress as appropriate, including:
 - Coordinating **meeting schedules** and developing agendas;
 - **Organizing participation** by agency directors, mayors, and other elected officials;
 - Developing project **briefing sheets, talking points, and template support letters**; and
 - Drafting **follow-up emails** and **coordinating follow-up calls** as appropriate.

PROPOSED COMPENSATION ARRANGEMENT

We propose a monthly fee of \$5,000 to include the full scope outlined for a contract period of 12-months (totals \$60,000 over 12-months). In addition to the monthly retainer, S2 will invoice Silt for reasonable out-of-pocket expenses for travel.

INFO ON SUSTAINABLE STRATEGIES

S² is a government affairs and strategic consulting firm based in Washington, DC, and Denver, CO, that helps clients secure resources for revitalization and community priorities. We primarily represent local governments, economic development entities, and non-profit organizations across the nation, with a focus on sustainable economic development, infrastructure, clean air and clean water projects, resiliency, clean energy, brownfields redevelopment, smart growth, housing, and workforce development. We provide grants advocacy, congressional and agency advocacy, project consulting, funding guidance, support for formation of public-private partnerships, and environmental legal counsel. We have helped communities across America succeed on innovative local projects, and secure over a billion dollars in resources for those projects. For more information, see www.StrategiesDC.com and the attached "Success Matrix."

S² is uniquely positioned to serve the Town of Silt because of our familiarity with Garfield County, Colorado state agencies, federal funding processes, and our depth of experience securing transportation infrastructure, housing, water, sewer, and other types of funds.

KEY STAFF

Matt Ward, CEO: Prior to the launch of Sustainable Strategies DC, Matt was a partner and Sustainable Communities practice group leader at The Ferguson Group (TFG). He joined TFG in

2005 after being a partner at the Washington, DC law firm Spiegel & McDiarmid, where he provided advocacy consulting on sustainability issues to communities for more than a decade. He is a co-founder of the National Brownfields Coalition and the Brownfield Communities Network, and he has served as national policy director to a number of organizations including the National Association of Local Government Environmental Professionals, the National Association of Towns and Townships, the Climate Communities coalition, the Mayors Automotive Coalition, the Manufacturing Alliance of Communities, and the American Waterfront Revitalization Coalition. Matt received his B.A., magna cum laude, from American University and his J.D. from the University of Virginia. Matt served as a city councilman and planning commission member in his hometown of Charles Town, WV for more than a decade.

Andrew Seth, President: Prior to his role as the President of Sustainable Strategies DC, Andrew Seth was a partner and the Director of Coalitions at The Ferguson Group. He is the Executive Director of the Climate Communities coalition and directed the American Waterfront Revitalization Coalition. He previously served as a project manager on environmental issues at the International City/County Management Association, where he directed the Local Government Environmental Assistance Network. Prior to joining ICMA, Andrew was a member of the government affairs team at Spiegel & McDiarmid. He began his environmental career at the conservation non-profit American Rivers. Andrew received his B.S., summa cum laude, from Salisbury State University and a M.S. in Resource Administration and Management from the University of New Hampshire.

Ashley Badesch, Partner: Ashley Badesch, who leads S²'s Western Office, based in Denver, CO. Prior to joining Sustainable Strategies DC, Ashley worked at the Center for International Policy. Ashley earned her J.D., Magna Cum Laude, at Georgetown University Law Center. She received her Master of Public Policy with a focus in Environmental Policy and a Bachelor of Arts in Spanish and Minor in Philosophy from the University of Virginia.

Debra Figueroa, Principal: The Silt work will be performed by Debra Figueroa who is based remotely in Sustainable Strategies DC's Western Office out of Glenwood Springs, CO. Debra received her MA in Political Science with a focus on Environmental Policy from the University of Florida, Magna Cum Laude, and a BA in Political Science, Magna Cum Laude, from Eckerd College. She was mostly recently the City Manager for the City of Glenwood Springs, CO and the Assistant Borough Manager for Carlisle, PA. In these positions, she oversaw large-scale infrastructure initiatives, emergency management and resiliency programs, and lead the municipalities highly successful grants teams.

Please let us know if you would like any more information or want to discuss this proposal. We look forward to continuing our work for the Town of Silt.

Sincerely,

Debra Figueroa

Enclosures (a): Success Matrix