



**CITY OF OKEECHOBEE
55 SE THIRD AVENUE
OKEECHOBEE, FL 34974**

Phone: (863)763-3372

www.cityofokeechobee.com

Office of the City Administrator

Direct Line: 873-763-9812

Okeechobee City Council

Mayor Dowling R. Watford, Jr.

Noel Chandler

Monica Clark

Bob Jarriel

Bobby Keefe

TO: CAS Governmental Services, LLC
P. O. Box 35
36910 3rd Street
Canal Point, Florida 33438

FROM: City of Okeechobee
55 SE 3rd Avenue
Okeechobee, Florida 34974

**Letter of Understanding
Relating to Extension to Current Legislative Services Agreement**

The following is hereby agreed:

Upon execution of this Letter of Understanding, the Date of Services of the current agreement between the City and CAS Governmental Services, LLC (CASGS) shall be extended and revised for one additional year in the fiscal year October 1, 2022, to September 30, 2023, at the same fee as the current year, Eighteen Thousand Dollars (\$18,000.00). Other aspects shall remain as agreed.

FOR: The City of Okeechobee

Signature:

Gary Ritter, City Administrator

Printed Name and Title:

9/22/2022

Date:

FOR: CAS Governmental Services, LLC

Signature:

Connie C. Vanassche, President

Printed Name and Title:

9/22/2022

Date:

Governmental – Legislative Services – Grants – Special Funding

P.O. Box 35 • Canal Point, Florida 33438-0035
Office: 561.924.7702 • Fax: 866.929.8006
December 19, 2022

Mr. James Naff
James A. Naff & Associates, LLC
311 East Park Avenue
Tallahassee, FL 32301

RE: LETTER OF ENGAGEMENT

Dear Mr. Naff:

Thank you for your assistance with CAS Governmental Services, LLC (CASGS) working on behalf of our client base.

It is our desire to continue this working relationship during the 2023 Legislative Session and Committee Weeks to continue accomplishing goals, appropriations and legislation for the clients of CASGS. CASGS and James A. Naff & Association, LLC agree that CASGS desires this engagement.

This letter shall serve as a Letter of Engagement between CAS Governmental Services, LLC (CASGS) Connie C. Vanassche, President, James R. Spratt, Vice President and M. Dale Milita and the consulting firm of James A. Naff & Associates, LLC for the 2023 Legislative Session and Legislative Committee Weeks and appropriate time associated with this session for the following clients (others may be added by addendum):

Okeechobee Utility Authority
City of Okeechobee
Okeechobee County Board of County
Commission

Glades County Board of County Commission
City of Moore Haven

James A. Naff & Associates, LLC and James A. Naff shall abide with all appropriate laws and rules governing lobbyist duties, filing of required report and provide all appropriate insurance pursuant to the parameters of their firm. CASGS may suspend or cancel this letter of engagement within 15 days written or E-mail notice. Should a suspension or cancellation be made, CASGS agrees to compensate James A. Naff & Associates for work completed or substantially complete.

The fee for service for the terms covered in this letter of engagement shall be Fifteen-Thousand dollars (\$15,000.00) and shall be invoiced monthly at the rate of \$3,000.00 each, January, February, March, April and May 2023.



Initial

Initial

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Naff 2023 Letter of Engagement

James A. Naff & Associates, LLC and James A. Naff agrees with a “non-compete” with any clients under agreement/contract with CASGS at the time of this engagement and shall not seek out, work for any of the clients or any client that may come to a contract status with CASGS during a period of two Legislative Sessions without written permission from CASGS.

It is understood that the Letter of Engagement is not exclusive.

Sincerely,

CAS GOVERNMENTAL SERVICES, LLC



Connie C. Vanassche
President

Cc J. Spratt
D. Milita
File

Please sign and date where indicated below and return:

For James A. Naff & Associates, LLC



Signature:

Consultant

Title:

01/03/2023

Date:

Governmental – Legislative Services – Grants – Special Funding

P.O. Box 35 • Canal Point, Florida 33438-0035

Office: 561.924.7702 • Fax: 866.929.8006

December 19, 2022

Mr. Richard E. Coates, Esq.
Tidewater Consulting, Inc.
115 East Park Avenue, Unit 1
Tallahassee, Florida, 32310

RE: Letter of Engagement

Dear Mr. Coates:

Thank you for your assistance with CAS Governmental Services, LLC (CASGSLLC) working on behalf of our client base.

We greatly appreciate Tidewater Consulting, Inc., both you and Shelley. It is our desire to continue this working relationship, during the 2023 Legislative Session and Committee Weeks to accomplish goals, appropriations and legislation for the clients of CASGSLLC. CASGSLLC and Tidewater Consulting, Inc. agree that CASGSLLC desire this engagement to not only acquire assistance during the time frames shown in this letter but to also seek out the potential of a long-term relationship for both firms to work together on CASGSLLC projects.

This letter shall serve as a Letter of Engagement between CAS Governmental Services, LLC (CASGSLLC) Ms. Connie C. Vanassche, President, Mr. James Spratt, Vice President and M. Dale Milita and Tidewater Consulting, Inc. Mr. Richard E. Coates, Esq, and Ms. Shelley B. Green for the 2023 Legislative Session and Legislative Committee Weeks and appropriate time associated with this session.

Tidewater Consulting, Inc. Mr. Richard Coates/Ms. Shelley Green shall abide with all appropriate laws and rules governing lobbyists duties, filing of required reports and provide all appropriate insurance pursuant to the parameters of their firm. CASGSLLC may suspend or cancel this letter of engagement with 15 days written or e-mail notice. Should a suspension or cancellation be made, CASGSLLC agrees to compensate Tidewater Consulting, Inc. for work completed or substantially complete.

The fee for services for terms covered in this letter of engagement shall be Twenty thousand dollars (\$20,000.00) and shall be invoiced monthly at the rate of \$4,000.00 each in January, February, March, April and May 2023.


Initial:


Initial:

Tidewater Consulting, Inc. agrees with "non-compete" with any clients under agreement/contract with CASGSLLC at the time of this engagement and shall not seek out, work for any of those listed on Attachment A or any client that may come to a contract status with CASGSLLC during a period of two Legislative Sessions without written permission from CASGSLLC excepting any mutual clients that both firms are already under agreement with.

It is understood by the parties that the Letter of Engagement is not exclusive.

Sincerely,

CAS GOVERNMENTAL SERVICES, LLC



Connie C. Vanassche
President

C: J. Spratt
D. Milita
file

Please sign and date where indicated below and return:

For Tidewater Consulting, Inc.



Signature:

President

Title:

December 22, 2022

Date:

CAS Governmental Services, LLC
Communication Advocacy Specialists

Governmental – Legislative Services – Grants – Special Funding

P.O. Box 35 • Canal Point, Florida 33438-0035

Office: 561.924.7702 • Fax: 866.929.8006
CAS Governmental Services, LLC

Tidewater Consulting, Inc.
Letter of Engagement
Attachment A

City of Bartow
City of Belle Glade
City of Moore Haven
City of Okeechobee
City of Wauchula
City County Public Works Authority (Glades County/City of Moore Haven)
Glades County Board of County Commissioners
Hardee County Board of County Commissioners
Okeechobee County Board of County Commissioners
Okeechobee Utility Authority
Town of Pembroke Park
Wakulla County