

PROPOSAL
for
ONE YEAR OPTION
TO CONTINUE PROFESSIONAL CONSULTING
& LOBBYING SERVICES
prepared for
TOWN OF BOONSBORO, MARYLAND
June 2023

Client Relations:

Roger P. Manno, Esq.

c 202.425.3523

o 888.422.0131

e RManno@MannoAndAssociates.Com

June 21, 2023

Mayor Howard Long
and Honorable Members of the Town Council
Town of Boonsboro
21 North Main Street
Boonsboro, MD 21713

**RE: TOWN'S ONE YEAR OPTION TO CONTINUE PROFESSIONAL
CONSULTING & LOBBYING SERVICES UNDER THE EXISTING CONTRACT
WITH MANNO & ASSOCIATES LLC**

Dear Mayor Long and honorable members of the Town Council:

I hope this letter finds you well.

Please accept this letter and Proposal regarding the Town exercising its existing 1-year option to continue its existing contract with Manno & Associates LLC.

The Town's 1-year option was clearly stipulated in the Town's June 2022 *Request For Proposal, Professional Consulting & Lobbying Services*, to which Manno & Associates LLC responded and was selected, as follows:

V. TERM

The initial period of the contract will be for one year with the option to extend an additional one year, for a total two-year term, at the discretion of the Mayor and Council.

Under this option, the Town would simply give Notice of its intention to continue the existing contract, under the existing terms, including the existing fee structure of \$48,000 per year, with no increase.

As your current lobbyist and consultant, Manno & Associates LLC has been privileged to work with the Town of Boonsboro, Mayor Long, and the Town Council, across both the legislative (Senate and House) and executive branches in Annapolis. By any metric, we have been extremely successful, securing \$2.85M in direct appropriations between 2022 and 2023, with no required matching funds. This represents a 47.5X return on investment (ROI) realized by the Town under the current contract, which expires on July 13th, unless the Town exercises its 1-year option.

As Manno & Associates LLC and the Town are approaching a range of opportunities for constructive engagement with lawmakers and the Moore Administration over the Summer of 2023, including the upcoming 2023 Maryland Association of Counties

Conference (MACo) between August 16th-19th, I am hopeful that we can continue our work together, without any break in service. This continuity of service is logistically important, given that the current contract expires on July 17th (unless the Town exercises its option), which would leave a large break in service pending consideration of a new RFP (the Town's new RFP due date is July 26th), with further Town review of the submitted bids, thereafter. Under that scenario, if Manno & Associates LLC were to be selected for a new contract, it would leave little time for preparation for the 2023 Maryland Association of Counties Conference (MACo), among other near-term opportunities after Labor Day.

To that end, please find a Proposal attached, which continues the scope of work and terms of the existing contract, including the current fee terms. As always, please let me know if I can provide any additional information or materials, and do not hesitate to call on me if I can be of any assistance.

Thank you for your kind consideration, and for the privilege to represent the Town of Boonsboro.

Sincerely at your service,



Roger Manno

Roger P. Manno, Principal | Manno & Associates LLC
Attorney | Lobbyist | Maryland Senator (Ret.)
Admitted to practice law in Maryland and the District of Columbia
c 202.425.3523 | o 888.422.0131 | e rmanno@mannoandassociates.com
www.mannoandassociates.com

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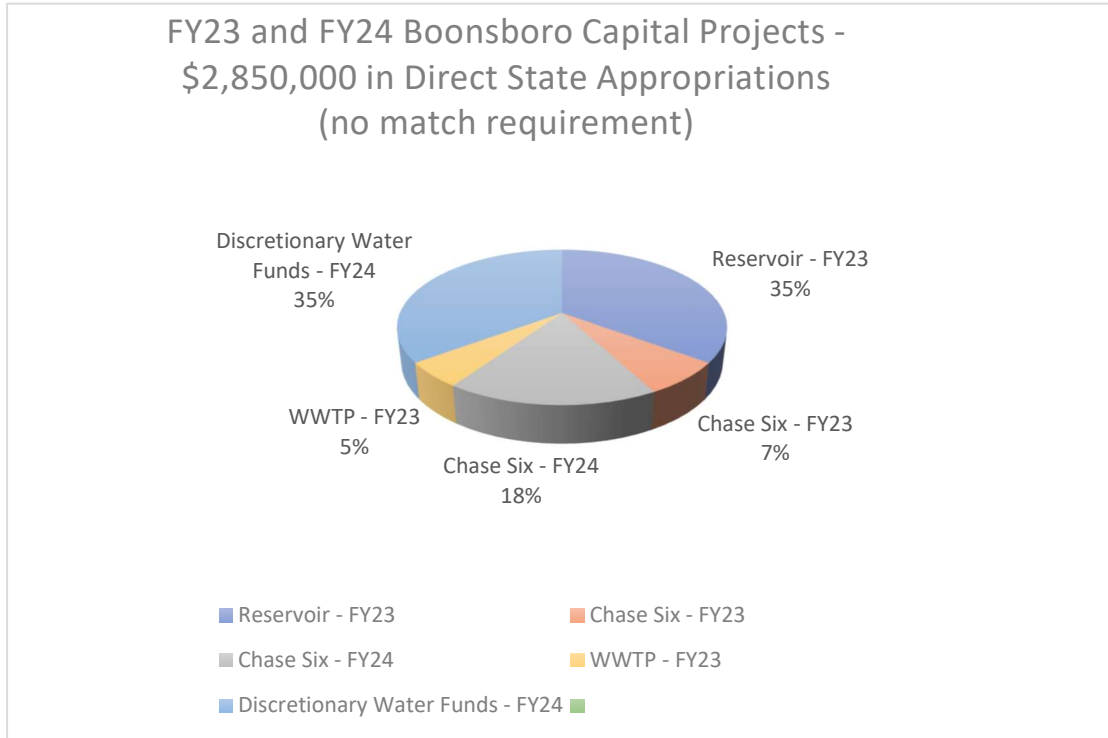
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INTRODUCTION

Manno & Associates LLC has been privileged to represent the Town of Boonsboro throughout the 2022 and 2023 legislative sessions of the Maryland General Assembly, and during the months following the April “*Sine Die*” adjournment.

During this period, Manno & Associates LLC implemented a hyper-targeted, methodical budgeting approach across a range of Legislative and Executive budgeting vehicles, resulting in \$2,850,000 in direct capital funding, without any required matching funds, for several of the Town’s most important capital funding projects.

Under the current 12-month contract between the Town of Boonsboro and Manno & Associates LLC, as well as the 2 prior short 2-month contracts, Boonsboro’s overall Return on Investment (ROI) for projects specifically undertaken by Manno & Associates LLC is 47.5X.



The breakdown of successfully funded priority projects are:

1. FY23 Boonsboro Drinking Water Reservoir Replacement Project: \$1,000,000
2. FY23 Boonsboro WWTP Sludge Dewatering Project: \$150,000
3. FY23 Boonsboro Chase Six Interchange Project: \$200,000
4. FY24 Boonsboro Water Improvements Project: \$1,000,000
5. FY24 Boonsboro Chase Six Interchange Project: \$500,000

Proposed FY25 Boonsboro Water Package: In order to continue progress towards the Town’s capital priorities in the upcoming Annapolis 2024 Legislative Session, the FY25 State Budget, and beyond, Manno & Associates LLC envisions the ongoing campaign and presentation of the “Boonsboro Water Package” of critical water upgrades necessary to maintain current services, and to further accommodate increased demand as the Town grows, both organically and subject to its strategic planning objectives (development opportunities, annexation, etc.). As previously mentioned, this will entail a wholistic approach to constructive engagement of both the legislative and executive branches, with particular prioritization of pressure points with in House and Senate, as they relate to the respective executive funding agencies.

Given the high importance of these projects to the Town’s health and growth potential, and the extremely competitive capital funding process, it is critical that discussions continue uninterrupted throughout this summer. These should include continuing, high-level meetings and discussions with Senate and House appropriators, the Secretary of Department of Budget and Management and other relevant cabinet members and senior staff within the Governor’s executive office.

Manno & Associates LLC is uniquely positioned to undertake this project, given the depth of the Firm’s expertise of the Town’s capital priorities, our record of success on behalf of the Town thus far, and the demonstrable synergies between Manno & Associates LLC and key members of the legislative and executive branches with whom Roger Manno previously served in his capacity as Maryland Senator and appropriator. In addition, Roger Manno’s unique experience as an attorney, Legislative Director to a senior member of the Appropriation Committee in the United States Congress¹, as well as his experience as Vice Chair of a General Assembly County Affairs Committee, combine to inform the Firm’s strategic lensing and awareness of precise opportunities for realizing the Town’s priorities.

¹ Between 2002 and 2007, Roger Manno served as Legislative Director to Representative Sanford D. Bishop, Jr. (GA-2), the current Chair of the House Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Subcommittee of the House Appropriations Committee.

TECHNICAL APPROACH

About the Firm

Manno & Associates LLC² is a small, emerging, boutique lobby and consulting firm, based in the great State of Maryland.

Formed in 2020 by attorney³ and former State Senator Roger Manno, Manno & Associates LLC builds on our extensive legislative, appropriations and regulatory experience in local, state and federal government, with an emphasis on capital funding and creative legislative and regulatory solutions for critical infrastructure projects.

The firm also represents clients at the local, state and federal levels on a range of issues relating to construction and industrial infrastructure development, workforce training and development, energy, charter and recreational fishing, tourism, and conservation, among others.

While it is sometimes said “It’s not who you know, it’s what you know,” in our case, it’s both. From recent leadership in the Maryland Senate, to serving as senior staff to Chairs of powerful committees in the United States Congress, to work in The White House and in local government, our experience and expertise is extremely rare, and has positioned Manno & Associates LLC to fully represent the objectives of our clients at the highest levels of local, state and federal government.

We know how to make government work for the communities and industries we serve, because we have done it. Our experience includes passage of the both Capital and Operating budget funding line items, landmark legislation to expand infrastructure and workforce development opportunities, significant regulatory and procurement objectives and reforms, and the passage of dozens of laws addressing procurement, health care, pensions, manufacturing, and a range of workforce development pathways.

Our success over the last 3 years is based on our extensive knowledge and experience in government, our extremely informed situational awareness of internal political and legislative dynamics, and outstanding bi-partisan relationships with elected leaders, forged over more than two decades of service at the highest levels of government.

For illustrative purposes only, these include:

- Presiding officers and senior staff of both the Maryland House of Delegates and the Maryland Senate
- Chairs and senior staff of the Senate Budget and Taxation Committee and the House Appropriations Committee, including Chairs and senior staff of the Senate and House Capital Budget subcommittees

² Manno & Associates LLC is a single member Maryland Limited Liability Corporation, not affiliated with a similarly named former Maryland Corporation, Manno & Associates Inc.

³ Roger Manno is a practicing attorney, admitted to practice law in the State of Maryland, the District of Columbia, the United States Court of Appeals for the Armed Forces, the Supreme Court of the United States, among others.

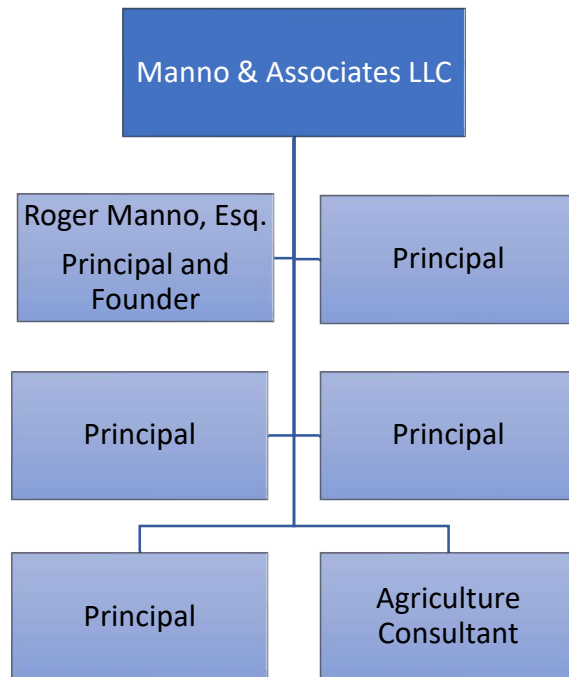
- Members and senior staff of the Board of Public Works
- Members of the Interagency Commission on School Construction (IAC)
- Members of the Executive Branch within the Governor’s cabinet
- Members and senior staff of the United States Congress House Appropriations Committee
- Senior staff within the President’s Office of Management and Budget.

Perhaps most importantly, these relationships are *current*, and in many cases, represent close personal relationships and friendships forged over many years.

References available upon request.

Organizational Chart

This Proposal is for the sole services of Roger Manno, Principal at Manno & Associates LLC, and not for any other individuals or subcontractors associated with the Firm. The following organizational chart represents the organization of the Firm, as it relates to the current contract with the Town of Boonsboro, as well as this Proposal for the Town to exercise its One Year Option.



Relevant Experience (selected listing)

- 1. Maryland General Assembly:** As a former Maryland Senator, Roger Manno represented the 19th District for 12 years (8 years in the Maryland Senate and 4 years in the Maryland House). In his capacity as a member of the Senate Budget & Taxation Committee, Roger Manno was integral to the funding of counties and municipalities across the State, including creative financing through:
 - Direct grants, line items, and other appropriations
 - Legislative Bond Initiatives (LBIs)
 - Bond issuances and authorizations
 - Creation and re-structuring of numerous special funds targeting local government needs, including innovative rural disparity grants and other formulaic funding vehicles
 - Extensive direct work with the Executive Branch on the State Budget, the annual Budget Reconciliation and Financing Act (BRFA), supplemental budgets, and discretionary departmental / agency funding
 - Regulatory directives, fixes, and revisions

Roger Manno also served as Senate Chair of the Spending Affordability Committee, which crafts the initial contours of the annual State Budget construct, as the baseline on which the State Budget is built, including all State spending, Capital Debt Affordability thresholds, and specific levels of State personnel. In that role, Roger Manno led the effort to reform the process by which revenue projections are cast by the Board of Revenue Estimates within the Board of Public Works, as the principal foundational metrics of the annual Budget Reconciliation and Financing Act (BRFA). In addition, Roger Manno served as Senate Chair of the "AELR" regulatory committee, which approves all State agency regulations with regard to legislative prerogative and procedural due process, monitors the implementation of specific legislation by State agencies, and has subpoena power in matters involving statutory or constitutional law violations by State government officers or employees.

Working with State lawmakers, regulators, Mayors and Commissioners from the Eastern Shore to Western Maryland, and members from the Maryland Association of Counties (MACo) and the Maryland Municipal League (MML), Roger Manno was also instrumental in either co-authoring, authoring or assisting in the passage of numerous important rural Maryland economic development laws, amendments, or regulations -- from the gaming licensing for Ocean Downes and Rocky Gap, to rural broadband solutions, to increased distributions of Highway User Revenues and tax credits to stimulate local economies, to recreational and commercial Rockfish and Menhaden harvesting regulations.

- 2. Maryland Rural Development Corporation:** In 2022, Manno & Associates LLC was retained by the Maryland Rural Development Corporation to provide appropriations and other services for calendar years 2022 and 2023. This

contract entails local, county, state, and federal work. The Maryland Rural Development Corporation provides an array of services, including grant and other appropriations work, technical assistance, administrative assistance, and town management services to 25 rural Maryland towns, in 10 rural Maryland Counties:

Counties: Garrett; Allegany; Washington; Carroll; Harford; Cecil; Queen Annes; Kent; Caroline; and Dorchester.

Towns: Accident; Grantsville; Luke; Westernport; Lonaconing; Smithburg; Boonsboro; Williamsport; Goldsboro; Henderson; Hillsboro; Marydel; Templeville; Barclay; Betterton; Brookview; Church Creek; Elderado; Sykesville; New Windsor; Union Bridge; Burkittsville; Middletown; Emmitsburg; and Rock Hall.

3. **Town of Boonsboro:** In 2022, Manno & Associates LLC was retained by the Town of Boonsboro pursuant to an initial, short, appropriations contract, which was expanded under the terms of an RFP at the Town's option. The current contract provides appropriations services, including preliminary planning for the FY25 State Budget, strategic engagement of both the legislative and executive branches, in furtherance of the Town's long-term capital priorities. Between FY23 and FY24, Manno & Associates LLC had successfully collaboratively secured \$2,850,000 in direct appropriations from the Governor, the Senate and the House, on behalf of the Town, with no required matching funds. This represents a 47.5X return on Investment (ROI) realized by the Town, under the current contract.
4. **Town of Williamsport:** In 2022, Manno & Associates LLC was retained by the Town of Williamsport pursuant to an appropriations contract, which is ongoing. While the specific work is proprietary, in less than one year, Manno & Associates LLC has successfully secured implementation of a PELL feasibility study on a major infrastructure project, the inclusion of specific state budget language in the FY24 Joint Chairmans Report, and FY24 capital budget funding for a historic economic development project.
5. **Mechanical Contractors Association of Metropolitan Washington:** In 2020, Manno & Associates LLC was retained by Mechanical Contractors Association of Metropolitan Washington to provide consulting and lobbying services before the Maryland General Assembly and the Executive Branch. The Mechanical Contractors Association of Metropolitan Washington is a professional trade association serving some 180 construction and service contractors in the District of Columbia, Maryland, and Northern Virginia areas.

- 6. Legal Practice⁴:** In addition to serving as Principal to Manno & Associates LLC, Roger Manno is a practicing attorney. His practice includes representing governmental issues and interests in a variety of capacities, including serving as a Court Appointed Attorney in the Maryland District Court system, as a member of the State Prosecutor Selection & Disability Commission⁵, and previously as a member of the Montgomery County Criminal Justice Coordinating Committee⁶.

Case Study: Town of Boonsboro, MD

Manno & Associates LLC was retained by the Town of Boonsboro in February 2022, pursuant to a limited 2-month contract, during the 2022 legislative session of the Maryland General Assembly, and *after* the Governor had already submitted his FY23 State Budget. The purpose of the contract was to secure direct appropriation funding for priority capital projects, notwithstanding the fact that no pre-legislative session groundwork had been laid by the Firm, nor had any prior consideration been given to these capital projects through the legislature or the Governor.

Less than 2 months later, Manno & Associates LLC had secured \$1,350,000 in direct capital funding for the Town of Boonsboro, utilizing a hyper-targeted, methodical budgeting approach across a range of Legislative and Executive budgeting vehicles.

Our results are as follows:

- 1. Boonsboro Drinking Water Reservoir Replacement Project (\$1,000,000)**
- 2. Boonsboro WWTP Sludge Dewatering Project (\$150,000)**
- 3. Boonsboro Chase Six Interchange Project (\$200,000)**
- 4. Boonsboro Water Improvements Project (\$1,000,000)**
- 5. Boonsboro Chase Six Interchange Project (\$500,000)**

Additional case studies available upon request.

⁴ This Proposal is intended for lobbying / consulting services only, and not for the legal services of Roger P. Manno Attorney at Law, the Manno Law Firm, or any entity performing legal services by or under attorney Roger Manno.

⁵ In 2019, Roger Manno was appointed by the Maryland Senate President to serve the remainder of a 4-year term on the State Prosecutor Selection & Disabilities Commission, in which he participated in the selection of the current State Prosecutor.

⁶ Prior to his service as an elected member of the Maryland House of Delegates, Roger Manno was appointed by the Montgomery County Executive to serve as an attorney member of the Criminal Justice Coordinating Commission, and was subsequently re-appointed.

Profile: Roger Manno

Having worked at all levels of government for over 20 years, Roger Manno understands the critical importance of unobstructed access and responsive government relations service, 24 hours a day, 7 days a week, and every day of every year. This level of client access to our firm and our Principal are what makes Manno & Associates LLC unique among successful lobbying and consulting firms in the State of Maryland.

Roger Manno is an attorney and Maryland lobbyist with extensive experience and proven results within the Executive, Legislative, Administrative and Regulatory branches and functions of government, with specific concentrations in appropriations, regulatory solutions, and rural economic development.

Roger Manno served as a Maryland Senator from 2011-2019. He previously served as a member of the House of Delegates, and also worked in the White House, on the U.S. House Judiciary Committee, and as Legislative Director and Senior Counsel to members of Congress.

As Senate Chair of both the Spending Affordability Committee and the “AELR” regulatory committee (Administrative, Executive and Legislative Review), Roger Manno advanced reforms that streamlined and strengthened Maryland’s regulatory processes, and authored landmark structural reforms that fundamentally transformed Maryland’s budget forecasting, revenues, and overall baseline spending. As Senate Majority Whip, Roger Manno built strong, veto-proof super majority vote counts in order to advance a disciplined legislative agenda in the legislature.

An attorney admitted to practice law in the State of Maryland⁷, the District of Columbia⁸, the Supreme Court of the United States, the U.S. Court of Appeals for Armed Forces, and other federal courts, Roger Manno provides legal services to clients in a range of matters, and previously served as Of Counsel to the general practice / civil litigation law firm of Karp, Frosh, Lapidus, Wigodsky & Norwind, P.A.

Roger Manno has received numerous awards and recognitions, including from the Metropolitan Washington Employment Lawyers Association, American Bar Association, United States Department of Defense, Maryland Anesthesiologists Association, Maryland Consumer Rights Coalition, Fraternal Order of Police (Maryland State Lodge), International Association of Fire Fighters (Local 1664), Mothers Against Drunk Driving, Kiwanis Club, Adventist Columbia Union Conference, Plumbers & Gasfitters United Association (Local 5), and International Brotherhood of Electrical Workers (Local 26). Twice awarded Legislator of the Year by Maryland Building and Construction Trades Council (AFL-CIO), Manno also has the unique distinction of being named an honorary member of 2 AFL-CIO building and construction trade unions – Steamfitters United Association Local 602, and International Brotherhood of Electrical Workers Local 26.

⁷ Maryland Bar ID No. 200812300018

⁸ District of Columbia Bar ID No. 978197

Experience

Principal and Founder
Manno & Associates LLC
Jan 2020 – Present

Attorney
The Manno Law Firm
2001 – Present

State Prosecutor Selection & Disabilities Commission
State of Maryland
Aug 2019 – Present

Member, Health Policy Committee (Eastern Regional Conference)
The Council of State Governments
Jan 2016 – Jan 2019

Maryland Senator
The Maryland General Assembly
Jan 2011 – Jan 2019
- Majority Whip
- Senate Chair, Spending Affordability Committee
- Senate Chair, Joint Committee on Administrative, Executive and
Legislative Review (AELR)
- Vice Chair, Montgomery County Senate Delegation
- Member, Budget and Taxation Committee
- Member, Legislative Policy Committee

Maryland State Delegate
The Maryland General Assembly
Jan 2007 – Jan 2011
- Member, Economic Matters Committee
- Vice Chair, County Affairs Committee (Montgomery)
Member, White House Working Group of State Legislators for Health
Reform
The White House
2008 – 2010

Of Counsel
Karp, Frosh, Lapidus, Wigodsky & Norwind, P.A.
2007 – 2009

President, Capital Region Council
B'nai B'rith International
2005 – 2008

Legislative Director
U.S. Representative Sanford D. Bishop, Jr. (Appropriations Committee)
U.S. House of Representatives
2002 – 2007

Commissioner
Criminal Justice Coordinating Commission, Montgomery County
Montgomery County Government
2005 – 2006

Senior Counsel
U.S. Representative Sheila Jackson- Lee (Judiciary Committee)
U.S. House of Representatives
2001 – 2002

Legal Extern
United States House of Representatives, Committee on the Judiciary.
Subcommittee work: Administrative Law; Constitution; and Courts, the
Internet and Intellectual Property
2000 – 2001

Intern
The White House
2000

Education

UNH Franklin Pierce School of Law
Juris Doctor / Masters of Intellectual Property Law

Hunter College
Bachelor of Arts - BA, Political Science

Licenses & Certifications

Robert J. Thompson Eastern Leadership Academy - The Council of State
Governments

Member of the Bar - Court of Appeals of Maryland

Member of the Bar - United States Court of Appeals for the Armed Forces

Member of the Bar - The Supreme Court of the United States

Member of the Bar - United States Court of Appeals for the Federal Circuit

Member of the Bar - District of Columbia Court of Appeals

Member of the Bar - United States Court of Appeals for the Third Circuit

Member of the Bar - United States District Court for the District of Columbia

Honors & Awards

Recognition Award - Metropolitan Washington Employment Lawyers Association (MWELA)

Legislative Achievement Award - International Association of Fire Fighters (IAFF Local 1664, AFL-CIO)

Recognition Award - Maryland Fraternal Order of Police

Certificate of Appreciation - U.S. Department of Defense

Distinguished Legislative Service Award - National Federation of the Blind of Maryland

Consumer Rights Hall of Fame - Maryland Consumer Rights Coalition

Adrian Theophilus Westney Religious Freedom Award - Columbia Union Conference

Award for Excellence - Plumbers and Gasfitters United Association (UA Local 5, AFL-CIO)

Shofar Award - Melvin J. Berman Hebrew Academy

Legislator of the Year - Washington, DC, Building and Construction Trades Council (AFL-CIO)
2008, 2012

Civic Leadership Award - Kemp Mill Civic Association

Certificate of Appreciation - Maryland United for Peace and Justice

Legislator of the Year - Maryland Anesthesiologists Association

Honorary Membership - International Brotherhood of Electrical Workers
(IBEW Local 26, AFL-CIO)

Certificate of Appreciation - Engage Mountain Maryland

Honorary Membership - Plumbers and Gasfitters United Association (UA
Local 602, AFL-CIO)

Certificate of Appreciation - American Bar Association

Certificate of Appreciation - Lions Club, Derwood MD

Certificate of Appreciation - National Association of Retired Federal
Employees

Certificate of Appreciation - Kiwanis Club, Rossmoor

Certificate of Appreciation - Kiwanis Club

Recognition - Kiwanis Club International

Certificate of Appreciation - Mothers Against Drunk Driving

Certificate of Appreciation - Northwood-Four Corners Civic Association

MANNO & ASSOCIATES LLC



Roger P. Manno, Esq.

Principal

c 202.425.3523

o 888.422.0231

e rmanno@mannoandassociates.com

Roger Manno is a legislative and regulatory architect who has spent decades in government service, working in the White House, on the U.S. House Judiciary Committee, as Legislative Director and Senior Counsel to members of Congress, and as an elected member of the Maryland House and senior member of the Maryland Senate. As *Senate Chairman* of both the Spending Affordability Committee and the "AELR" regulatory committee (Administrative, Executive and Legislative Review), Roger advanced reforms that streamlined and strengthened Maryland's regulatory processes, and authored landmark structural reforms that fundamentally transformed Maryland's budget forecasting, revenues, and overall baseline spending. As *Senate Majority Whip*, Roger worked to build strong voting majorities in order to advance a disciplined legislative agenda across the State of Maryland. An attorney admitted to practice in Maryland, the District of Columbia, the Supreme Court of the United States, the U.S. Court of Appeals for Armed Forces, and other federal courts, Roger served as *Of Counsel* to the general practice / civil litigation law firm of Karp, Frosh, Lapidus, Wigodsky & Norwind, P.A., during the period when (now) Maryland Attorney General Brian Frosh served as a named Partner. Roger's consulting portfolio consists primarily of appropriations, infrastructure, and workforce development issues, with current clients that include rural municipalities, large groups of construction contractors, and representatives from both labor and management. In addition, Roger's legal practice includes service on behalf of indigent defendants as a Maryland Judiciary *Court Appointed Attorney*.

Practices

Appropriations
Regulations
Congressional Affairs
Antitrust
Intellectual Property
Transportation & Ports
Health Care
Energy
Manufacturing & Trade
Labor & Workforce Dev.

Education

University of New Hampshire
School of Law, Juris Doctor /
Master's in Intellectual Property
Law. Hunter College, BA Political
Science

Bar Admissions

Maryland, District of Columbia,
Supreme Court of the United
States, U.S. Court of Appeals for
Armed Forces

Career Highlights

Majority Whip of Maryland Senate

Maryland Senate Chair,
Regulatory Committee (AELR)
and Spending Affordability
Committee

*Senior Counsel and Legislative
Director*, U.S. House of
Representatives

White House health reform
working group

Recognitions

Roger Manno has received numerous awards and recognitions, including by the Metropolitan Washington Employment Lawyers Association, United States Department of Defense, Maryland Anesthesiologists Association, Maryland Consumer Rights Coalition, Fraternal Order of Police (Maryland State Lodge), International Association of Fire Fighters (Local 1664), Adventist Columbia Union Conference, Plumbers and Gasfitters United Association (Local 5), and International Brotherhood of Electrical Workers (Local 26). Twice awarded Legislator of the Year by Maryland Building and Construction Trades Council (AFL-CIO), Roger also has the unique distinction of being named an honorary member of 2 AFL-CIO building and construction trade unions – Steamfitters United Association Local 602, and International Brotherhood of Electrical Workers Local 26.

CONSULTANT QUALIFICATIONS, REGISTRATIONS, AND REFERENCES


Lobbying Training Certification, Maryland State Ethics Commission⁹



⁹ Passage of the *Thinking and Acting Ethically Course* is a prerequisite and requirement to lobby in the State of Maryland. There is no lobbyist “registration,” per se, other than the requirement for all lobbyists to register clients and file related activity reports with the State Ethics Commission within strict parameters and timelines. For public access to all lobbyist registrations and activity reports, please visit https://lobby-ethics.maryland.gov/public_access

Professional Liability Policy, HUB International

Roger Manno holds a current \$4M Lawyers Professional Liability Policy issued by HUB International, covering his work as both an attorney, through "Roger P. Manno, Attorney At Law, a Maryland Limited Liability Corporation" (DBA The Manno Law Firm) and his work as a consultant and lobbyist, through Manno & Associates LLC. (Dated June 5, 2023)

		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 06/05/2023			
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.							
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).							
PRODUCER HUB INTERNATIONAL MID-ATLANTIC INC 30720557 3290 NORTH RIDGE RD STE 300 ELLICOTT CITY MD 21042			CONTACT NAME: PHONE (410) 465-4300 FAX (A/C, No, Ext): (A/C, No): E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE NAIC# INSURER A: Hartford Underwriters Insurance Company 30104 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:				
INSURED ROGER P. MANNO ATTORNEY AT LAW LLC MANNO & ASSOCIATES LLC 2138 MERRIFIELDS DR SILVER SPRING MD 20906-1259							
COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:			
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE	ACORD	SUBR	POLICY NUMBER	(MM/DD/YYYY)	(MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR General Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER			██████████	11/25/2022	11/25/2023	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COM/PROP AGG \$4,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			██████████	11/25/2022	11/25/2023	COMBINED SINGLE LIMIT \$2,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE AGGREGATE
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE/OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			PER STATUTE OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Those usual to the Insured's Operations.							
CERTIFICATE HOLDER For Informational Purposes 2138 MERRIFIELDS DR SILVER SPRING MD 20906-1259			CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Susan S. Castaneda</i>				
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ACORD 25 (2016/03)		The ACORD name and logo are registered marks of ACORD					

Certificate In Good Standing to Transact Business, Maryland State Department of Assessments and Taxation

STATE OF MARYLAND
Department of Assessments and Taxation

I, MICHAEL L. HIGGS OF THE STATE DEPARTMENT OF ASSESSMENTS AND TAXATION OF THE STATE OF MARYLAND, DO HEREBY CERTIFY THAT THE DEPARTMENT, BY LAWS OF THE STATE, IS THE CUSTODIAN OF THE RECORDS OF THIS STATE RELATING TO LIMITED LIABILITY COMPANIES, OR THE RIGHTS OF LIMITED LIABILITY COMPANIES TO TRANSACT BUSINESS IN THIS STATE, AND THAT I AM THE PROPER OFFICER TO EXECUTE THIS CERTIFICATE.

I FURTHER CERTIFY THAT MANNO & ASSOCIATES LLC (W20199220), REGISTERED JANUARY 09, 2020, IS A LIMITED LIABILITY COMPANY EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF MARYLAND, AND THAT THE LIMITED LIABILITY COMPANY IS AT THE TIME OF THIS CERTIFICATE IN GOOD STANDING TO TRANSACT BUSINESS.

IN WITNESS WHEREOF, I HAVE HEREUNTO SUBSCRIBED MY SIGNATURE AND AFFIXED THE SEAL OF THE STATE DEPARTMENT OF ASSESSMENTS AND TAXATION OF MARYLAND AT BALTIMORE ON THIS JUNE 05, 2023.



Michael L. Higgs
Director



301 West Preston Street, Baltimore, Maryland 21201
Telephone Baltimore Metro (410) 767-1340 / Outside Baltimore Metro (888) 246-5941
MRS (Maryland Relay Service) (800) 735-2258 TT/Voice

Online Certificate Authentication Code: 2PPK86KJcUSuGGKzAXwzAw
To verify the Authentication Code, visit <http://dat.maryland.gov/verify>

References (selected list)

Dawn Beitzel

Deputy Director
Maryland Rural Development Corporation (MRDC)
101 Cedar Lane
PO Box 739
Greensboro, MD 21639
301-501-6680 (cell)
dbeitzel@mrdc.net

Dawn Beitzel serves as Western Maryland Director for the Maryland Rural Development Corporation (MRDC), on behalf of the two dozen rural Maryland municipalities to which it serves.

Mayor Howard W. Long

Town of Boonsboro
Boonsboro Town Hall
21 North Main Street
Boonsboro, MD 21713
(301) 432-5141
Mayor@townofboonsboro.com

The Town of Boonsboro is a current client of Manno & Associates LLC, of which Roger Manno is the sole consultant and lobbyist.

Tom Bello

Executive Vice President
Mechanical Contractors Association of Metropolitan Washington
9200 Corporate Blvd., Ste. 240,
Rockville, MD 20850
tbello@mcamw.org
301-731-0330

Roger Manno was retained by the Mechanical Contractors Association of Metropolitan Washington in 2020 to serve as its principal lobbyist and consultant before the Maryland General Assembly and the Executive Branch. This contract is current and ongoing.

COST PROPOSAL

Manno & Associates LLC generally undertakes representation based on an annual contractual monthly fee, rather than an hourly billing structure. This allows us to serve our clients based on the needs and objectives of the project, rather than on the available hours in a given budget. Given the ongoing scope of this project, Manno & Associates LLC proposes *maintaining the current contractual monthly fee of \$4,000 (four thousand dollars) per month*, for a term of 12 calendar months, exclusive of reasonable expenses, subject only to prior approval by the Town of Boonsboro.

Manno & Associates may consider alternative fee structures.