



**CONTRACT FOR SERVICES BETWEEN
LOCAL DEVELOPMENT FINANCE AUTHORITY (LDFA)
AND
LANSING ECONOMIC AREA PARTNERSHIP (LEAP)**

It is proposed that the Lansing Economic Area Partnership (LEAP) manage and operate the Lansing Regional SmartZone (LRSZ), also known as Local Development Finance Authority (LDFA) during the fiscal year of July 1, 2021 – June 30, 2022.

LEAP Services to the LDFA:

LDFA will enter into a SmartZone management and operations agreement with LEAP. LEAP will work closely with all LDFA members including the City of East Lansing, City of Lansing, Ingham County, and Michigan State University Foundation to provide the program, operations and management services outlined below. A liaison will be assigned to the LDFA Board as reflected in meeting agendas.

LDFA will pay \$35,000 to LEAP for bringing the following management expertise and operations responsibility and programmatic development (entrepreneurial, events, etc.) to the SmartZone.

It is expressly understood by and between LDFA and LEAP that in no event shall the total funds exceed THIRTY-FIVE THOUSAND DOLLARS (\$35,000.00) for the services listed below. Any requested services beyond those listed below will be billed on an hourly basis at \$85 per hour. To be paid by July 1, 2022 as follows:

\$17,500.00 on January 1, 2022
\$17,500.00 on June 30, 2022
\$35,000.00

LEAP will:

- Manage LDFA Board responsibilities including: Meeting management, annual reports on Business Accelerator Fund (BAF) program and SmartZone activity, audit oversight, assist with budget development and Tax Increment Finance (TIF) management.
- Manage and contribute to the TIF renewal process, including but not limited to, updating the TIF plan, meeting with the leadership and governing bodies of each participating municipality, apply on behalf of the LDFA with the Michigan Economic Development Corporation and Michigan Department of Treasury.
- Manage, oversee, and administer activities related to the Gateway Representative/BAF program.
- Work on behalf of the LDFA on all contracts between the LDFA and service providers, such as the TIC management agreement.

- Maintain and promote a regional, entrepreneurial, business startup eco-system program that will invite and include all SmartZone-related clients, tenants, partners, and businesses to participate in the community, entering or graduation from the SmartZone:
 - Continue to develop, partner and coordinate, when appropriate, with commercialization efforts related to MSU.
 - Create and nurture connections between clients/tenants/business startups and capital resources.
 - Assist “graduating” clients and tenants in securing additional investment and/or physical space.
 - Host and/or facilitate entrepreneurial workshops.
 - Market and support activity and events in the SmartZone.
 - Produce, host and/or facilitate business pitch competitions including but not limited to The Hatching.
 - Develop additional grants and/or other funding opportunities.
 - Administration and distribution of SmartZone attractions grants from the LDFA, assisting companies in locating within the SmartZone TIF capture districts.
 - Coordinate entrepreneurial partners throughout the region who provide business startup services, programs, and capital with quarterly RING meetings.
 - Represent the LDFA at all Michigan Economic Development Corporation (MEDC) and other local or statewide staff/management/reporting meetings.

On behalf of Lansing Area Economic Partnership (LEAP):

By: Robert L. Trezise, Jr. Digitally signed by Robert L. Trezise, Jr. Date: 2021.07.09 14:33:55 -04'00' Date: 7-9-21

Robert L. Trezise, Jr.
President & Chief Executive Officer, LEAP

On behalf of Local Development Finance Authority (LDFA)/Lansing Regional SmartZone:

By: Luke Allen Hackney DocuSigned by: Luke Hackney 9898E0F00D3F40C... Date: 7/8/2021
Luke Hackney
Chair, LDFA