

Contact Information

* Name

C. Dan Gunnells

* Home Address*

610 Buckingham Street

*You must be registered to vote in the City of Staunton. You can determine this by checking your voter card or by calling the Voter Registration Office at 540.332.3840.

Phone

[REDACTED]

Mobile Phone

[REDACTED]

* Email

[REDACTED]

Qualifications

* **How long have you resided in the Commonwealth of Virginia?**

I have resided in the Commonwealth of Virginia for 4 years and 3 months.

* **How long have you resided in the City of Staunton?**

I have resided in the City of Staunton for 4 years and 3 months.

Have you ever been elected or appointed as an Officer or Commissioner for the City of Staunton?

No

* **Please indicate why you are interested in serving on City Council:**

I am seeking the privilege of public office to bring a new perspective and a fresh voice to elevate the City of Staunton. As demonstrated through the many years of my legal advocacy, community representation, lobbying and federal contracting work, I have a passion for service and am a strong proponent of a fiscally healthy and responsible city government. I am applying for the position to serve on City Council because I have been witnessing the forward momentum of Staunton. It is important to be on the City Council where I can contribute to the management of this growth. The strategic plan of the City of Staunton is well-established, and we need council members who are committed to working as a team to bring this vision to life. I will work strategically, with purpose and action, to uncover and discover a common vision to move us forward and will encourage viable growth and financial sustainability while preserving Staunton's character.

* **Please indicate areas of your experience and knowledge that you see as important for consideration of your application for appointment:**

I possess a vast array of knowledge and expertise in many diverse areas that will serve the City of Staunton well. These include the following: • Leadership & Team Building • Legal Advocacy & Representation • Lobbying • Community Representation, Organization & Development • Citizen Engagement • Housing advocacy • Negotiations/Procurement • Inter-governmental and legislative relations • Government Reporting • Dispute Resolution • Mediation • Risk Mitigation & Reduction • Program & Budget development • Public speaking • Critical Legal Thinking & Analysis • Legal Reasoning & Research • Employee relations • Strong communication and listening skills. Additionally, I also: • can effectively address the needs and complaints from the community • can succinctly communicate new implemented policies and programs • am an expert in researching and interpreting laws, statutes and ordinances and can confidently write and establish them • have a sound understanding of how community and government work and the proven ability to bring the two together towards common goals for the common good • have proven hands-on experience in representing the community to other levels of government • can identify and implement public safety measures • am a skilled negotiator and can successfully mediate disputes between on individual parties, and groups • establish and maintain trusted relationships between community and government and foster those relationships within and beyond functional network • organized people and organizations • lobbying for healthcare funding and policy • created and adhered to annual budgets within respective departments • thorough understanding of the government procurement process applying acquisition regulations • am familiar with the City's process and its issuance of permits and have first-hand knowledge of various codes, rules, regulations, and zoning ordinances

* **Please list any relevant leadership skills or educational training:**

Relevant leadership skills or educational training include: • Advocated & Represented indigent/ homeless clients in Administrative, Housing and Family Law Courts • Implemented two community legal-based programs • Proposed policies and statutes in the areas of healthcare and housing reform • Wrote memorandums of law used to challenge the FDA's exclusion of women in AIDS/HIV clinical drug trials • Wrote memorandums of law used in the writing and submission to the U.S. Supreme Court an amicus curiae brief which challenged the Americans with Disabilities Act (ADA) exclusion of AIDS/HIV defining illnesses for women and successfully won • Examined and extensively wrote on the Food and Drug Administration's (FDA's) policies and procedures for the approval of safe and accessible drugs; instrumental in changing the time it took the FDA to approve AIDS/HIV related drugs from 10 years to within a 1-year timeframe • Orchestrated and helped obtain city approval of building projects for office space for Housing Advocacy organization • Lobbied city council and state legislators for funding, affordable housing, and healthcare policy reform; Organized and based-in volunteers and clients for this purpose • Advocated on behalf of healthcare organizations to city council members to pass ordinances to protect the public (needle exchange program which at the time, helped reduce the spread of AIDS/HIV). • Provided support in challenging Harvard University Law School's reluctance to hire and tenure its first African American female law professor • Instrumental in researching Critical Legal Race Theory for Harvard Constitutional Law Professor, Derrick Bell (first African American law professor to be hired and tenured at its school) • Juris Doctorate with Health Law and Contract Law concentrations

Indicate if you are attaching additional information pertinent to this application.
Attachments are provided

Attachment
Gunnells Resume -FINAL.doc

* **Digital Signature**
C. Dan Gunnells

* **Date and Time**
01/25/2023 5:00 PM

Be advised that upon submission, this application and supporting documents become a public document and will be published by the City of Staunton.

January 25, 2023

City of Staunton
Office of the Clerk of Council
116 West Beverly Street
Staunton, VA 24401

Dear City Council,

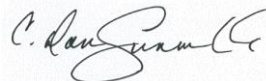
My name is Dan Gunnells, and I am applying for the City Council member position currently available. I am seeking the privilege of this position so that I may bring a new perspective and a fresh voice to elevate the City of Staunton. As demonstrated through my many years of work committed to advocacy, legal representation, and community support and development, I have a passion for service and am a strong proponent and advocate of a fiscally healthy and financially responsible city government.

Three years ago, only four months after buying and moving into my first home in Staunton, my house caught fire and 90% of my house was destroyed. Although a tragic event, I'd be remiss if I didn't acknowledge how impressed I was of the brave actions of the men and women of Staunton's Fire Department. I was so awestruck by their professionalism, exemplary actions, and heartfelt compassion on that cold February night, I knew then that I wanted to be part of the governance of this great city. Truly, I genuinely felt compelled to move towards the goal of becoming an added valued member to Staunton's city government.

I possess the skills, knowledge, education, and experience necessary to excel in this position and if afforded the opportunity, will quickly prove to be the best candidate for this position. To be sure, I will be an ambassador and advocate for all citizens of the City of Staunton and will serve with civic pride and a champion's heart.

Thank you for your time and consideration,

Very respectfully,

A handwritten signature in black ink, appearing to read "C. Dan Gunnells", written in a cursive style.

C. Dan Gunnells

(Resume below)

C. Dan Gunnells

610 Buckingham Street · Staunton, VA 24401

(Cell) [REDACTED] · [REDACTED]

FEDERAL CONTRACTS MANAGER ♦ ATTORNEY ♦ LEGAL & COMMUNITY ADVOCATE

Certified Federal Contracts Manager and Juris Doctor with proven commercial and federal government contracting and procurement experience, legal representation, and advocacy. Proven record of fostering collaborative working relationships with the community and community-based organizations and local and state government; Effective lobbying on federal, state and local levels. Results-oriented, strong leadership and team-building skills. Possess a good commercial approach to problem solving, make efficient use of new and existing systems, maximizes resources and promotes change.

AREAS OF EXPERTISE

- Negotiations/Procurement
- Dispute Resolution
- Risk Mitigation & Reduction
- Program & Budget Development
- Leadership & Team building
- Government Reporting
- Legal Research & Reasoning
- Critical Legal Thinking & Analysis
- Legal Advocacy & Representation
- Federal Acquisitions Regulations
- Lobbying
- Community Organizing & Outreach

PROFESSIONAL EXPERIENCE AND WORK HISTORY

SENIOR ASSOCIATE —BOOZ ALLEN HAMILTON, WASHINGTON, DC

06/2015-

Present

Supports US Global Intelligence multi-million-dollar projects awarded under the U.S. Defense Intelligence Agency (DIA) and U.S. National Security Group; Reviews and responds to complex Request for Proposals (RFPs), negotiates challenging contract terms and conditions, drafts and executes agreements/subcontracts; Conducts price analysis; Identifies risks and develops appropriate mitigation strategies

CONTRACTS MANAGER / LEGAL CONSULTANT — YESDI, INC., WASHINGTON, DC

07/2014-

05/2015

Reviews and analyses RFPs, prepares and submit responses to government and commercial solicitations; Maintains accounts deliverables matrix; Provides legal advice regarding the applicability of federal government regulations

CORPORATE CONTRACTING OFFICER — CGH TECHNOLOGIES, INC., WASHINGTON, DC

06/2011-

06/2014

Manages and supports all government and commercial contracts; Acts as inhouse corporate counsel & provides legal advice to the corporate team in areas of Contracts, Property and Landlord Tenant Law; Establishes internal standard operating procedures; Serves as focal point for the resolution of all contract issues and disputes with finance and business team disciplines; bid protests within the FAA agency and at the GAO level. Acts as Liaison between the client and contractors

LEAD CONTRACTS — METRON AVIATION, INC. DULLES, VA

05/2010-

05/2011

Reviews and analyzes government (NASA/FAA) and commercial solicitations & RFPs; Ensures compliance of proposal response to RFP requirements; Negotiates difficult terms and conditions; Oversees contract performance, monitors budgets, compliance documents, schedules, deliverables

02/2010

Manages and supports the *Road Home Program*, a Federal Emergency Management Agency (FEMA) contract program implemented to assist homeowners and rental property owners in recovery efforts in response to the aftermath of Hurricanes Katrina and Rita; Negotiates subcontracts and agreements, oversees the subcontracts team, provides strategic and tactical expertise for the deployed contracts organization. Solicitates vendors and issues subcontract RFPs, Requests for Information (RFIs), Rough Orders of Magnitude (ROMs); Supports post-award subcontracts and teaming strategies. Reviews over 150,000 Louisiana property ownership documents including Judgments of Possession, Affidavits of Death, Domicile & Heirship, Powers of Attorney, Trusts, Last Wills & Testaments and confirms all legal requirements are met for the State of Louisiana prior to for the sale of real property

EARLY CAREER

DIRECTOR OF VOLUNTEER SERVICES – NEW ORLEANS AIDS TASK FORCE, NEW ORLEANS, LA

Recruits, organizes, and manages over 50 volunteers daily and over 350 volunteers for annual and semi-annual art fundraising events; writes departmental grants; projects and develops annual departmental budgets; serves as media spokesperson for agency; writes press releases, attends City Council meetings and advocates for funding and health services programs

ASSOCIATE LEGAL DIRECTOR/STAFF ATTORNEY – HOUSING WORKS, INC., NEW YORK, NY

Represents indigent and homeless clients in Administrative, Housing, and Family Law Courts. Lobbies for housing and healthcare funding & healthcare policy reform at the NYS legislative & NYC levels. Writes and establishes policies and programs; effectively communicates those policies and programs to NYC nonprofit communities and residents. Advocates on behalf of healthcare organizations (e.g., Planned Parenthood); Effectively communicates to City Council the need for new and revised ordinances to help protect the public at large, (provides education, implementation of the needle exchange program to reduce the spread of AIDS/HIV in the substance abuse populations); helps obtain approval by the city for building projects for expanded office space while balancing the needs for public safety. Develops and projects annual budgets. Supervises two in-house attorneys and one legal secretary. Successfully established and supervised two legal programs: 1) a cooperating attorneys' network (recruited from large Wall Street law firms) and 2) a pro bono clinic comprised of those recruited attorneys

LEGAL RESEARCH ASSISTANT – NEW YORK UNIVERSITY SCHOOL OF LAW, NEW YORK, NY

Provides legal research for NYU Law Professor Derrick Bell in the areas of Constitutional & Critical Legal & Race Theory

LEGAL INTERNSHIP/ CAMPAIGN VOLUNTEER & SUPPORT

The Manhattan Law Project, New York, NY

Research health law statutes and policy; drafts policy reform; writes memorandums of law to challenge to the FDA's exclusion of women in AIDS/HIV clinical drug trials and the drafting of an amicus curiae brief submitted to the U.S. Supreme Court challenging the Americans with Disabilities Act(ADA) to include AIDS/HIV defining illnesses for women so they can have access to public assistance benefits. Researched

NYS Senatorial Election, Tom Duane, New York, NY

Campaign volunteer and intern

Harvard University School of Law, Cambridge, MA

Law School Secretary to Constitutional Law Professor Derrick Bell; Drafts letters of recommendation; Records student grades and assignments (interestingly, includes transcribing the grades of then law student, President Barak Obama).

EDUCATION

CITY UNIV OF NEW YORK School of Law

- Health Law/Contract Law Concentrations, Juris Doctorate
- Senior Text Editor of the Law Students' Association Journal of International Law

UNIV OF HAVANNA
School of Law , CUBA

Comparative Law Program (Summer)

HARVARD UNIVERSITY
Extension School

Feminist Theory & Studies

UNIV OF MASS – BOSTON

English & Literary Theory, Bachelor of Arts
Dean's List, Cum Laude

Professional Memberships

National Contracts Management Association

Certifications:

Certified Federal Contracts Manager (CFCM) (renewal of
membership in process)

