



REQUEST FOR PROPOSAL

State Lobbying Services

Introduction

The City of Cambridge, MD is seeking proposals from qualified firms or individuals to provide professional lobbying services to represent the city in Annapolis, MD. The selected lobbyist will represent the city's interests, advocate on key policy issues, and help advance the city's interests and legislative agenda during the upcoming session.

Background:

The City of Cambridge was founded in 1684 and operates under a council/manager form of government. The city has a population of 14,000 residents and is growing. However, Cambridge is also a distressed community.

The Mayor and Commissioners are committed to improving the lives of its residents through better housing, and increased employment opportunities

Key priorities include:

Tax Differential. Dorchester County is a "may" county. The Commissioners of Cambridge desires a legislative change to a "shall" county. This allows a clear legislative process to recognize duplicate services and to have credit against the county property taxes.

Supporting funding for Cambridge (and other municipalities) that bring additional revenues to the City of Cambridge and protecting grant funding that is available for infrastructure and housing.

Work with the city to maintain open channels of communication with the various departments of the State of Maryland government

Scope of Work:

Lobbyists will be expected to:

Legislative Monitoring: track bills, regulations and committee hearings relevant to our interests.

Advocacy: Develop and Implement strategies to advance the City of Cambridge priorities.

Relationship Building: Maintain effective communication with legislators, staff and state agencies.

Reporting: Provide regular updates, written reports and strategic advice to the organization.

Compliance: Ensure adherence to all state lobbying registration and reporting requirements.

Proposal Requirements:

Interested Parties must submit the following information:

Firm/individual profile: including background qualifications of those individuals lobbying on behalf of the city and relevant experience.

References: At least three current client references.

Approach: Description of lobbying strategy and methods.

Legislative successes: please outline

Budget: Detailed fee structure and expenses

Conflict of interest disclosure: Any current or past clients that may pose conflicts of interest.

Lawsuits: Any lawsuits ever filed against the business



City of Cambridge, Maryland

Request for Proposals (RFP): State-Level Advocacy and Lobbying Services

The City of Cambridge, located in Dorchester County, Maryland, is soliciting proposals from qualified firms with demonstrated expertise in providing professional consulting services in advocacy and lobbying at the State level. All services must be rendered in accordance with the specifications outlined in the official Proposal Documents.

Proposal Documents

Interested firms may obtain the Proposal Documents by contacting the City Manager's Office. Requests should be directed to Executive Assistant Tyasia Johnson via email at tjohnson@choosecambridge.com or by phone at (410) 228-4020 during regular business hours.

Vendors are responsible for checking the City's website for any addenda prior to submitting their proposals. The City of Cambridge is not responsible for the content of Proposal Documents obtained through third-party bid services. It is the sole responsibility of each vendor to ensure the completeness and accuracy of their submission.

Key Dates

- Deadline for Questions/Clarifications: Tuesday, December 9, 2025, by 12 pm (Eastern Time)
- Proposal Submission Deadline: Monday, December 15, 2025, by 2:30 pm (Eastern Time)
- Proposal Opening: Immediately following the submission deadline at City Hall Conference Room, 410 Academy Street, Cambridge, Maryland 21613. Only the names of submitting firms will be read aloud.

Submission Instructions

Late submissions will not be accepted. All sealed proposals must be clearly marked on the lower left-hand corner of the envelope: **"Proposal Solicitation – Lobbying Services"**

The City of Cambridge appreciates your interest in partnering with us to advance our legislative priorities. We encourage all qualified firms to participate in this opportunity to support our community through effective advocacy and representation at the State level.