

OPEN SOLICITATION #2019-67

Identifying Vendors to provide advocacy services to Maryland Association of Local Management Boards

Issue Date: Friday, September 13, 2019

Deadline to Submit Questions: Monday, October 7, 2019

Closing Date: Monday, October 14, 2019, 4:00 PM

Background

The Montgomery County Collaboration Council for Children, Youth and Families, Inc. (the Collaboration Council), is a quasi-public non-profit organization and the Local Management Board for Montgomery County, Maryland. The Collaboration Council's mission is to improve the well-being of children, youth and families through collaborative partnerships. For information regarding the Montgomery County Collaboration Council, its initiatives and programs, visit our website at www.collaborationcouncil.org. The Collaboration Council is completing this Open Solicitation as fiscal agent for the Maryland Association of Local Management Boards (MALMB).

Maryland Association of Local Management Boards Overview.

Qualified applicants will be selected for the Open Solicitation Vendor List and remain on the list for a period of three years. Selection for the Open Solicitation Vendor List is not a commitment by the Collaboration Council to contract with each vendor for these services. The Open Solicitation process allows the Collaboration Council the flexibility to secure specific services on a short-term or continuing basis from vendors who meet pre-established requirements.

Eligible Providers can be:

- For-profit organizations
- Nonprofit organizations with certification of their 501c3 status
- Individual proprietors with a license to do business in the state of MD (information about registering as a small business may be found at: <http://www.montgomerycountymd.gov/dgslbp/home.html/index.html>)

Services To Be Delivered

The selected provider(s) will provide the following services in connection with the 2020 legislative session:

- Providing a weekly bill profile of bills that have been introduced and their status to the Legislative Committee. The bill chart will be limited to legislative issues defined by the Legislative Committee;
- Notifying MALMB of relevant hearings and assisting in drafting testimony and other preparation;
- Identifying witnesses and delivering written testimony, as needed;
- Attending relevant bill hearings to monitor support and opposition;

- Reviewing any amendments or proposals of related to issues defined by Legislative Committee; and
- Working with legislators, MALMB members, and other stakeholders to advance MALMB positions.

Letter of Interest Submission Process

All Individual or organizational applicants must submit the Cover Sheet included with this document with a Letter of Interest that describes your experience and qualifications responding to the following: (The Cover Sheet does not count as part of the 5-page letter of interest.)

1. Representing MALMB's interests in Annapolis by interacting with key members and staff of the legislative and executive branches.
2. Facilitating regular meetings between MALMB and appropriate legislators and agencies to strengthen relationships, and to provide State officials with support as they work to successfully advance the objectives of MALMB.
3. Advising MALMB, when necessary, on how to present testimony, interact with legislators, and be successful advocates in helping to advance the plan.
4. Establishing and maintaining effective strategic relationships between MALMB and member LMBs, Maryland Association of Counties, and other organizations working to achieve outcomes supporting MALMB's legislative and policy priorities.

The Letter of Interest can be submitted electronically to info@collaborationcouncil.org with OS #2019-67 in subject line or through personal delivery, postal or delivery service, to: Montgomery County Collaboration Council for Children, Youth and Families, Inc. RE: Open Solicitation #2019-67 for MALMB Advocacy Providers, 1801 Research Blvd., Ste.103, Rockville, MD 20850. Deadline for Submission: The Collaboration Council must have the completed Letter of Interest in its possession by Monday, October 14, 2019, 4:00 p.m. Questions regarding this Open Solicitation are due in writing no later than Monday, October 7, 2019. All questions must be submitted electronically to info@collaborationcouncil.org . Please include the following information in the subject line: "in reference to EBB Open Solicitation 2019-67". Phone calls will not be accepted.

Next Steps

The Letters of Interest received by Monday, October 14, 2019, 4:00 p.m. deadline will be reviewed to determine eligibility by MALMB's Legislative Committee. Provider will be selected and contracts negotiated for the Spring legislative session no later than January 8, 2020.

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1801 Research Blvd., Ste. 103
Rockville, MD 20850



COVER SHEET

Identifying Vendors to provide advocacy services to Maryland Association of Local Management Boards (MALMB)

Applicant Information:

Organization:

Address:

Suite, Room, Apt. #:

City:

State:

Zip Code:

Main Contact:

Title:

Phone:

Email:

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