



Request for Proposal (RFP) for Firms Wishing to Provide Lobbying Services to the Indiana Economic Development Association (IEDA)

The Indiana Economic Development Association (IEDA) is the 501 (c) 6 professional association serving the economic development professionals in the state of Indiana. IEDA is served by a 13 member board of directors and a 13 member Legislative Committee.

We are soliciting the services of a firm that can provide lobbying services under contract. The lobbying firm and principal lobbyist will work directly with the IEDA CEO and will serve at the pleasure of the IEDA Board of Directors.

It is anticipated that select firms responding to this Request for Proposals may be called for an in-person interview with members of the Legislative Committee and Board of Directors. A decision is anticipated by late August or early September.

Please indicate your interest in proposing by July 28, 2017, 5:00pm (Eastern) via e-mail to llewellen@ieda.org. Please provide an e-mail address for a primary contact person.

Individual questions about this RFP will not be responded to. All questions about this RFP should be submitted in writing by or prior to July 28. All answers to questions will be submitted to all firms who have expressed interest in submitting a proposal.

Proposals are due in electronic form (pdf or Word format) by 5:00pm (Eastern) on August 4, 2017 to:

Lee Lewellen
President/CEO
Indiana Economic Development Association
llewellen@ieda.org

Please respond to the following items:

- Profile and lobbying philosophy of the firm;
- Resumes of individuals who will be assigned to this contract, directly and indirectly. Identify specifically who will be the primary lobbyist serving as the 'face' of IEDA to legislators;
- List of clients for the firm and list of clients for the individuals specifically assigned to this contract;
- Characterize your understanding of economic development and potential legislative issues you expect to monitor on our behalf;
- Describe your legislative tracking system and your process for following and reporting on legislative updates during the session;
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- From within the last six legislative sessions:
 - Provide one example of a successful legislative effort to create a new program/service/tax credit/law in support of a client's mission across the state;
 - Provide one example of a successful defensive effort to kill or amend legislation that was adverse to the mission of one of your clients.
 - Provide one example where you successfully assisted a client to increase the budget of a state agency or to create a new funded program in support of the mission of one of your clients.
- Outline your process for communicating with the Legislative Committee and IEDA Board, e.g. frequency, method and proposed type of content;
- References that relate to this contract;
- Other value-added services your firm would bring to this contract;
- Cost and how cost will be determined.
- Any additional information you want to supply that you think will distinguish your organization for purposes of this proposal.

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