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## Addendum # 1 Lobbying Services

Date of Addendum: 6/30/25

### NOTICE TO ALL BIDDERS AND PLANHOLDERS

The Proposal Documents for the above-referenced Project are modified as set forth in this Addendum. The original Proposal Documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the Proposal Documents. Vendors will take this Addendum into consideration when preparing and submitting a Proposal and shall acknowledge receipt of this Addendum in the space provided in the Proposal Documents.

### PROPOSAL SUBMITTAL DEADLINE

The Proposal submittal time has been changed to 2:30pm on Monday, July 7, 2025.

### 1.0 – QUESTIONS AND ANSWERS

The following questions and answers are provided as a matter of information to clarify issues raised about the Proposal Documents.

Item	Questions and Answers
1.1	<p>Q. What is the anticipated budget range or ceiling for this contract? The RFP requests monthly and annual pricing but provides no budget parameters, making it difficult to propose appropriate service levels.</p> <p>A. There is no budgeted range. The appropriate service level is for successful representation at the state and federal level for Worcester County.</p>
1.2	<p>Q. Are there separate budget allocations for state versus federal lobbying activities? Understanding this distinction would help us structure our pricing and resource allocation between the two levels of government.</p> <p>A. No.</p>
1.3	<p>Q. What was the previous contract value for similar services? This information would provide helpful market context for competitive pricing.</p> <p>A. The previous contract was for \$24,000 a year.</p>
1.4	<p>Q. Are there additional budget considerations beyond the base contract price for:</p> <ul style="list-style-type: none"> <li>-Travel expenses to Annapolis and Washington DC</li> <li>-Event hosting or sponsorship costs</li> <li>-Research and analysis materials</li> <li>-Communication and reporting tools</li> </ul> <p>A. Those expenses should be built into the price, excepting one-off events or coordinated outreach campaigns which would be handled separately.</p>
1.5	<p>Q. Does the County have specific expectations regarding the relationship between service scope and pricing? For example, do you expect full-time dedicated representation or part-time services?</p> <p>A. The county expects part-time services.</p>
1.6	<p>Q. What are the County's top 3-5 legislative priorities for the upcoming year? This information would help us appropriately size the required effort and expertise.</p> <p>A. Local autonomy, ending federal and state support for the offshore wind project proposed off Ocean City's coast, adequate MDOT funding for Route 90 dualization.</p>

1.7	<p>Q. How many legislative issues does the County typically track and actively lobby on during a session? This data would help us understand resource requirements.</p> <p>A. In recent years the county has tracked between 150 and 200 bills, actively responded to two dozen.</p>
1.8	<p>Q. What is the expected frequency and format of County Commissioner meeting appearances? This detail affects travel and time commitments in our planning.</p> <p>A. Attendance expected at two meetings a year. Meetings are held the first and third Tuesday of each month and typically run from 10 am to noon.</p>
1.9	<p>Q. Are there specific federal agencies or programs the County regularly engages with? Federal lobbying often requires different expertise and registration requirements.</p> <p>A. USDA, EPA, Army Corps of Engineers, EDA. The county also regularly requests funding for projects through Congressionally Directed Spending.</p>
1.10	<p>Q. What level of grant identification and application support is expected? Some lobbying firms provide extensive grant research services, while others focus purely on legislative advocacy.</p> <p>A. We would like identification and guidance as far as any potential funding source. We are capable of completing applications.</p>
1.11	<p>Q. What reporting tools or platforms does the County currently use that the successful vendor should integrate with? This information may impact our implementation approach and costs.</p> <p>A. In the past the county has used Excel to track bills.</p>
1.12	<p>Q. Are there existing relationships with state or federal officials that the successful vendor should be aware of? This knowledge would affect our transition planning and relationship management strategy.</p> <p>A. The county maintains a strong relationship with both our state and federal delegates and their staff.</p>
1.13	<p>Q. What is the County's preference for local versus Annapolis-based representation? Geographic location can significantly impact both costs and effectiveness of services.</p> <p>A. The lobbyist would be expected to spend more time in Annapolis than in Worcester County.</p>
1.14	<p>Q. Does the County currently have lobbying representation that this contract would replace, or would this be a new service engagement?</p> <p>A. The contract with the incumbent, State and Local Advisors, will expire after July. The new contract is expected to start on August 1, 2025.</p>
1.15	<p>Q. How does the County anticipate its lobbying needs to be divided between federal and state levels?</p> <p>A. Likely 75% state 25% federal.</p>
1.16	<p>Q. Can you please clarify if references should be listed in the chart on the "REFERENCES" form found on page 16 as well as in the content of our proposal under the "Experiences and Capabilities of the Firm" section? And can you please advise on the preferred number of references? The form requests three (3) references while the instructions in Section III: Proposal Specifications, F. Proposal Content, 1.c. Experiences and Capabilities of the Firm request a minimum of four (4).</p> <p>A. The references can be listed as requested under Section III: Proposal Specifications, F. Proposal Content, 1.c. Experiences and Capabilities.</p>

**END OF ADDENDUM**