



## **State Government Relations Consulting Services**

### About Ohio Association of Community Health Centers

The Ohio Association of Community Health Centers (OACHC) supports community health centers across Ohio. Federally Qualified Health Centers and FQHC Look-Alikes, more commonly referred to as Community Health Centers (CHCs), are non-profit health care providers that deliver affordable, high quality and comprehensive primary care to medically underserved populations, regardless of insurance status. CHCs provide integrated whole person care to nearly a million Ohioans, oftentimes providing onsite medical, dental, behavioral, pharmacy, vision, and other needed supplemental services under one roof. Ohio CHCs are the health care homes for more than one in fourteen Ohioans and one in seven Ohio Medicaid beneficiaries. Ohio's 57 CHCs are in 75 of Ohio's 88 counties with more than 485 sites.

OACHC is a not-for-profit membership association with the mission to ensure access to high-quality affordable health care for all Ohioans through the growth and development of Ohio's Community Health Centers. OACHC is led by its Board of Directors and its Chief Executive Officer/President; its policy and advocacy division is led by the association's Chief Operating Officer and consists of its Director of Policy and Public Affairs, Director of Membership and Development (who leads the advocacy initiatives) and is guided by the member Policy Committee.

### About OACHC's Public Policy Agenda

OACHC's policy and advocacy division works with the member policy committee to establish legislative priorities every two years.

### Purpose of the Request

OACHC is requesting proposals from qualified government relations firms to provide state public policy guidance, strategy, and representation of OACHC's priorities to state legislative and executive officials.

### Scope of Services

The lobbyist/firm selected is expected to work with OACHC to provide the following services including, but not limited to the following:

1. Provide representation for OACHC's objectives and priorities before the governor's administration, members of the Ohio House and Senate, legislative committees, legislative staff, and state agencies.
2. Seek to defeat, support, or modify any legislation or rules that may affect CHCs;
3. Draft legislation and amendments, as necessary;
4. Assist in developing the legislative lobby day's agenda and meeting schedule, implementing, and attending the OACHC Legislative Day at the Ohio State House.
5. Assist with meetings with key legislators, regulatory agencies, local governments, and related policy organizations that are consistent with the mission and scope of work of OACHC and its membership.

6. Develop or enhance OACHC relationships with cabinet directors, legislative leadership, and key decision makers
7. Provide access to Statehouse fundraisers
8. Attend legislative receptions (virtual or in person), lunches and dinners with members of the General Assembly, Executive Agencies
9. Attend (in person or virtually) regular and special meetings of OACHC's Policy Committee, Board of Directors, and Conferences as requested;
10. Assist in developing OACHC's legislative agenda in preparation for upcoming legislative session as necessary; and
11. Avoid any conflict of interest in the performance of the lobbying services. Promptly disclose to OACHC any conflict or potential conflict of interest with any current or prospective client and the actions taken to resolve the conflict or potential conflict.

### **Compensation**

Please present detailed information on a proposed fee for the specifications proposed and for any variation for non-routine services, and any other applicable governmental charges. Please provide specifics as to definitions of routine versus non-routine tasks, what is fixed as opposed to variable, and how costs are adjusted according to that classification.

### **Content of Proposals**

Please include the following in proposal:

- 1) Letter of Interest;
- 2) The proposed project to most efficiently conduct the work detailed under "Scope of Work;"
- 3) Names of the individual(s) who will be working on behalf of OACHC and their primary responsibilities;
- 4) Experience and qualifications of the individual(s) outlined above, highlighting their capacity to perform their related functions;
- 5) A list of at least 3 clients for whom you have lobbied within the past 5 years and an illustration of successes achieved on their behalf. Include client contact information, email address, and phone number;
- 6) A complete list of current clients
- 7) If applicable, the proposal must include a disclosure statement indicating any potential conflicts of interest in representing OACHC including, but not limited to, representing an OACHC member.

### **Time Schedule and Submittal Requirements**

Those interested in being considered must submit their proposals in one condensed PDF file via email to [kcarey@ohiochc.org](mailto:kcarey@ohiochc.org) no later than **5pm on January 31, 2023**.

### **Selection Criteria**

OACHC will use the following criteria to determine the best proposal:

- 1) Thoroughness and understanding of work to be completed;
- 2) Ability to demonstrate sound and innovative approaches to advocating, communicating, and implementing OACHC's agenda;
- 3) Ability to demonstrate and leverage existing relationships in state government;
- 4) Recent experience conducting similar lobbying efforts; and
- 5) Cost.

Additionally, OACHC may consider any other criteria necessary and determined to be in the best interest of OACHC and its membership

#### Terms and Conditions

1. OACHC reserves the right to reject any and all proposals, and to waive minor irregularities in any proposal.
2. Understanding that no firm may completely meet all requirements of the specifications, OACHC reserves the sole right to determine whether a proposal substantially complies with the specifications; accept, negotiate modifications to, or reject the terms of any proposal; and waive the right to accept a part, or parts, of a proposal, unless otherwise restricted in the proposal.
3. OACHC reserves the right to request clarification of information submitted, and to request additional information from any proposer.
4. OACHC reserves the right to award any contract to the next most qualified firm, if the successful firm does not execute a contract within thirty (30) days after the award of the proposal.
5. The contract resulting from acceptance of a proposal by OACHC shall be in a form supplied or approved by OACHC, and shall reflect the specifications in this RFP.
6. OACHC reserves the right to reject any proposed agreement or contract that does not conform to the specifications contained in this RFP.
7. OACHC shall not be responsible for any costs incurred by a firm in preparing, submitting or presenting its response to the RFP.
8. OACHC will initially evaluate the performance of the contract services at 6-months and reserves the right to terminate the contract at this time if performance by the firm is not acceptable at meeting the scope of services.
9. If applicable, the proposal must include a disclosure statement indicating any potential conflicts of interest in representing OACHC including, but not limited to, representing an OACHC member.