



HEALTH CARE ALLIANCE FOR  
**PATIENT SAFETY**

# Request for Proposals for Federal Lobbying Services



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# HEALTH CARE ALLIANCE FOR PATIENT SAFETY

## Section 1- General Information

### 1.1 Purpose

The Health Care Alliance for Patient Safety (HCAPS) is soliciting proposals from qualified registered federal lobbyists to provide general consulting and lobbying services.

### 1.2 General submission information

The HCAPS intends to award a single contract for federal lobbying services. The proposal should address the consultant's capabilities for performing all aspects of the defined scope of work.

### 1.3 Questions

**Questions regarding this proposal should be directed to**

**Ralph Kohl**  
**Executive Director**  
**Health Care Alliance for Patient Safety (HCAPS)**  
**202-631-0208**  
[ralph@patientsafetytoday.com](mailto:ralph@patientsafetytoday.com)

### 1.4 Preparation Costs

The HCAPS shall not be responsible for proposal preparation costs, nor for costs including attorney fees associated with any (administrative, judicial, or otherwise) challenge to the determination of the highest-ranked Proposer and/or award of contract and/or rejection of proposal. By submitting a proposal each Proposer agrees to be bound in this respect and waives all claims to such costs and fees.

## Section 2- Rules Governing Competition

### 2.1 Examination of Proposals



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Proposers should carefully examine the entire RFP, any addenda thereto, and all related materials and data referenced in the RFP. Proposers should become fully aware of the nature of the Work and the conditions likely to be encountered in performing the Work.

## **2.2 Proposal Acceptance Period**

Award of this proposal is anticipated to be announced within thirty (30) calendar days,

## **2.3 Confidentiality**

The content of all proposals will be kept confidential until the selection of the Contractor is publicly announced. At that time the selected proposal is open for review. After the award of the Contract, all proposals will then become public information.

## **2.4 Proposal Format**

Proposals are to be prepared in such a way as to provide a straightforward, concise delineation of the Proposer's capabilities to satisfy the requirements of this RFP.

## **Section 2.5 Proposal Submission**

One electronic copy (PDF or similar)

## **Section 3 Scope of Work**

### **3.1 General Scope of Work**

The HCAPS seeks to retain the services of a lobbyist consultant that possess significant demonstrable experience in lobbying and advocacy at the federal level. The lobbying consultant shall be able to develop relationships with the HCAPS representatives and shall



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have existing relationships with federal governmental staffers both within the federal government, governmental agencies, and with other industry lobbyists. The ideal candidates will have strong existing relationships at the federal levels with all of the individuals indicated previously, in order to act as trusted advisors, lobbyists, and expert navigators for the HCAPS. The HCAPS is primarily seeking a lobbyist to supplement and enhance the HCAPS existing advocacy infrastructure.

Specifically, the requested services may include but are not limited to the following:

1. Identify and devise strategies to successfully secure identified legislative priorities.
2. Monitor bills that may impact the HCAPS interests in accordance with the legislative priorities established by the HCAPS and provide interpretation and analysis of bills to HCAPS staff.
4. Work closely with HCAPS staff to assess the impact of certain bills and administrative decisions and to develop a response from the city either in support, opposition, or seek amendments to bills or administrative rules.
5. Develop and implement strategies to increase HCAPS visibility on capitol hill.
6. Provide frequent legislative briefings for key staff, including information regarding major highlights and information on priority bills that require the HCAPS attention.
7. Represent the HCAPS and meet with legislators, their staff, and governmental agency officials to advance the HCAPS legislative agenda and interests.
8. Work with the HCAPS of staff to secure sponsors for proposed bills and/or amendments to Federal law.
9. Provide the HCAPS staff with monthly written summary of legislative activities.