



LOI260188CMR

Letter of Interest: Federal Lobbyist

Issue Date: 3/19/2026

Questions Deadline: 3/27/2026 12:00 PM (ET)

Response Deadline: 4/3/2026 10:00 AM (ET)

Contact Information

Contact: Carolina Rodriguez

Address: Lee County Procurement Management
Administration

1st Floor

Procurement Management Department

2115 Second Street, 1st Floor

Fort Myers, FL 33901

Phone: (239) 533-8858

Email: crodriguez3@leegov.com

Event Information

Number: LOI260188CMR
Title: Letter of Interest: Federal Lobbyist
Type: Letter of Interest
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Notes: Notice to Consultant
Letter of Interest (LOI)
Lee County, Florida, is requesting letters of interest from qualified individuals/firms.

The Consultant shall represent the Lee County Board of County Commissioners before the U. S. Congress and federal agencies. The goal of such representation is to secure favorable legislation and federal funding for County programs and projects. The Consultant shall work closely with County Administration and other designated County personnel to identify federal priorities and to develop and execute strategies to advance the County's interest.

Those individuals/firms interested in being considered for this solicitation are instructed to submit, in accordance with specifications, pertinent to this project prior to the date and time specified to the office of the Procurement Management Director electronically via Ion Wave.

The Scope of Work/Specifications is available from <https://leegov.ionwave.net>.

Submissions containing corrupted, unreadable, or otherwise inaccessible documents may be disqualified.

Questions regarding this solicitation are to be submitted electronically at <https://leegov.ionwave.net> under the questions tab for this solicitation.

*<https://leegov.ionwave.net> is the County's official posting site.

CAUTION: Please take caution that the County is not responsible for any power outages or internet failures. It is suggested that you upload your response in adequate time to assure that it will post on the day prior to the closing time.

Billing Information

Address: Lee County Clerk of Court
leecountyap@leeclerk.org
Email: leecountyap@leeclerk.org

Bid Attachments

LOI260188CMR Federal Lobbyist.pdf

Federal Lobbyist

[View Online](#)

Insurance Requirements- LOI260188CMR.pdf

Insurance Requirements

[View Online](#)

Requested Attachments

Letter of Interest: Federal Lobbyist

(Attachment required)

Letter of interest shall be inclusive of the following information:

- 1- Personnel assigned to County's account; including experience, qualifications, and current clients.
- 2- Firm's clients and potential conflicts of interest.
- 3- Plan of approach.
- 4- Price/Fee proposal

Bid Attributes

1	Company Name Provide full company name as listed on Sunbiz. <hr/> <hr/> <hr/> <hr/> <hr/> <i>(Required: Maximum 100 characters allowed)</i>
2	Primary Point of Contact Name Provide primary point of contact name and title for submitted information. <hr/> <hr/> <hr/> <i>(Required: Maximum 1000 characters allowed)</i>
3	Primary Point of Contact Email Please provide an email address for the primary point of contact. <input type="text"/> <i>(Required: Email address)</i>
4	Primary Point of Contact Telephone Please provide a telephone number for the primary point of contact. <input type="text"/> (_____) _____ - _____ ext: <input type="text"/> <i>(Required)</i>

5 Physical Business Address
Please provide the physical address for the company.

(Required: Maximum 1000 characters allowed)

6 Location Principal Place of Business
Principal place of business is located within the boundaries of:
 Lee County, FL Non-Local
(Required: Check only one)

7 Longevity
Number of years at principal place of business:

(Required: Numbers only)

8 Are you registered in the E-Verify system?
Are you registered in the E-Verify system?

Florida law (§ 448.095, F.S.) requires all contractors and subcontractors entering into contracts with public agencies on or after January 1, 2021, to register with and use the federal E-Verify system to confirm the employment eligibility of all new hires. Contractors must ensure compliance before contract execution, as failure to do so may result in contract termination and ineligibility for future public contracts.
 Yes No
(Required: Check only one)

9 Local Business Tax License #
If applicable, provide Lee County business tax license number with expiration date.

(Optional: Maximum 1000 characters allowed)

10 Tax Payer Identification Number
(1) Employer Identification Number -or- (2) Social Security Number:
** Lee County collects your social security number for tax reporting purposes only

(Required: Maximum 20 characters allowed)

1 Collusion Statement
Lee County, Florida, the undersigned, as Bidder/Proposer, hereby declares that no person or other persons, other than the undersigned, are interested in this solicitation as Principal, and that this solicitation is submitted without collusion with others; and that we have carefully read and examined the specifications or scope of work, and with full knowledge of all conditions under which the services herein is contemplated must be furnished, hereby bid/propose and agree to furnish this service according to the requirements set out in the solicitation documents, specifications or scope of work for said service for the prices as listed on the county provided price sheet or (CCNA) agree to negotiate prices in good faith if a contract is awarded.
 Accept Reject
(Required: Check only one)

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2 **Scrutinized Companies Certification**

Section 287.135, FL §, "Prohibition against contracting with scrutinized companies." Prohibits agencies from contracting with companies, for goods or services over \$1,000,000, that are on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, Scrutinized Companies that Boycott Israel List, have been engaged in a boycott of Israel, or been engaged in business operations in Cuba or Syria. The County reserves the right to review, on a case-by-case basis, and waive this stipulation if it is deemed to advantageous to the County.

As the person authorized to sign on behalf of Respondent, I hereby certify that the company identified above is in compliance with Section 287.135, FL §. I understand that submission of a false certification may subject company to contract termination, civil penalties, attorney's fees, and/or costs.

Certify Reject

(Required: Check only one)

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3 **Business Relationship Disclosure**

Business Relationship Disclosure Requirement. Sections 112.313(3) and 112.313(7), FL §, prohibit certain business relationships on the part of public officers and employees, their spouses, and their children. See Part III, Chapter 112, FL §, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers, Candidates and Employees" for more details on these prohibitions. However, Section 112.313(12), FL § (1983), provides certain limited exemptions to the above-referenced prohibitions, including one where the business is awarded under a system of sealed, competitive bidding; the public official has exerted no influence on bid negotiations or specifications; and where disclosure is made, prior to or at the time of the submission of the bid, of the official's or his spouse's or child's interest and the nature of the intended business. The Commission on Ethics has promulgated this form for such disclosure, if and when applicable to a public officer or employee.

If this disclosure is applicable, request form "INTEREST IN COMPETITIVE BID FOR PUBLIC BUSINESS" (Required by 112.313(12)(b), FL § (1983)) to be completed and returned with solicitation response. It is the bidder/proposer's responsibility to disclose this relationship, failure to do so could result in being declared non-responsive.

Business Relationship Applicable (request form) Business Relationship NOT Applicable

(Required: Check only one)

Supplier Information

Company Name: _____

Contact Name: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

Supplier Notes

By submitting responses to Lee County Procurement Management, each vendor hereby agrees to the terms and conditions stated herein. Vendor hereby agrees to conducting transactions with Lee County Procurement Management by electronic means. The vendor and Lee County agree that electronic signatures of the vendor included in documents to Lee County Procurement Management are intended to authenticate the writing. The vendors' electronic signature shall have the same force and effect as manual signatures. Electronic Signature means any electronic sound, symbol, or process attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record, including facsimile or email electronic signatures pursuant to the Electronic Signature Act of 1996 (Fla. Stat. § 668.001 et seq.) and the Uniform Electronic Transaction Act (Fla. Stat. § 668.50) as amended from time to time.

Print Name

Signature



LETTER OF INTEREST FOR FEDERAL LOBBYIST

The Consultant shall represent the Lee County Board of County Commissioners before the U. S. Congress and federal agencies. The goal of such representation is to secure favorable legislation and federal funding for County programs and projects. The Consultant shall work closely with County Administration and other designated County personnel to identify federal priorities and to develop and execute strategies to advance the County's interest.

Policy:

1. Assist the County in the development of federal priorities and a legislative agenda.
2. Identify emerging issues/situation that will affect the County in a beneficial or harmful way.
3. Secure Legislative and Executive branch support for approval of the County's positions.
4. Maintain effective communications to and between appropriate federal and County personnel.
5. Secure sponsors and support for proposed legislation and amendments to advance the County's interests and priorities.
6. Assist the County in securing USACE and other federal permits for priority infrastructure projects.

Funding:

1. Advise and assist in the preparation of federal appropriations requests and submit on behalf of the County in accordance with Congressional deadlines.
2. Achieve inclusion of County priorities in Congressional authorization and appropriations legislation.
3. Review federal agencies grant opportunities and provide a weekly electronic summary.
4. Utilize established key relationships with federal agency officials to gain knowledge of the priorities for grant programs and the critical elements that applications reviewers will be looking for. Educate County staff and ensure that the grant submittal aligns with the agency priorities.
5. Provide full range of advocacy support for County grant submittals, including but not limited to obtaining support letters, facilitating phone calls and visits to executive agencies, conducting advocacy meetings with key officials.

6. In conjunction with the County's state lobbyist firm, identify and monitor opportunities for federal funding, decisions, and/or processes which may have implications or require coordination with state funding sources.

Logistics:

1. Assist in securing appointments for Commissioners and County staff with appropriate Congressional and Executive Branch personnel.
2. Coordinate content and delivery of County communications to appropriate federal personnel in support of County priorities.
3. Travel to Lee County annually, at their expense, to attend meeting with applicable County personnel and County Commissioners.
4. Attend meetings of federal agencies and other executive branch offices when appropriate to monitor rule-making proceedings, meeting with any appropriate personnel necessary to advocate the County's positions regarding existing and potential federal rules.
5. Provide the County, through County Administration, with monthly written summary of activities on behalf of County, including times of official inactivity. The summary shall include status updates on current issues, communicated by the third workday following the end of the month.

Submittals:

Consultant shall submit a letter of interest with the following information:

1. Personnel assigned to County's account. It must include experience, qualifications and current clients.
2. Firm's clients and potential conflicts of interest.
3. Plan of approach addressing the above referenced Policy, Funding and Logistics requirements, with particular emphasis on strategies to facilitate expediting federal permitting reviews of high priority infrastructure projects (e.g. Fort Myers Beach Pier and Alico Road Extension) and securing federal grant funding for transportation projects (e.g. BIP funding for Cape Coral Bridge Replacement).
4. Price/fee proposal.