



**MxD**  
 1415 N. Cherry Ave.  
 Chicago, Illinois 60642

## **Request for Proposal (RFP): Federal Government Relations**

*Published: June 1, 2026*

### **SECTION 1: GENERAL SUBMITTAL INFORMATION**

Proposals shall be submitted no later than July 3, 2026. No proposals will be accepted after that time.

- **PURPOSE**

MxD is soliciting competitive proposals for federal government relations, strategic advisory and lobbying services. MxD seeks to award a multi-year professional services contract with a qualified individual or Firm that can demonstrate competency and experience in providing federal government relations services for non-profit organizations.

- **SUBMITTAL OF QUESTIONS**

Prospective Firms are requested to submit any questions no later than June 15, 2026, by 5:00 pm CT to Lauren Lerman, Director, Government Affairs, via e-mail at [lauren.lerman@mxdusa.org](mailto:lauren.lerman@mxdusa.org). Mark subject line: "Questions on Federal Government Relations RFP."

- **PROPOSAL SUBMITTALS**

Submit the proposal to the submission form linked below. Proposals must be submitted no later than 5:00 PM CT on July 3, 2026.

Federal Government Relations Proposal Submission Form: <https://wkf.ms/4ev1cbH>  
 Form Password: dx2QW5!a7cWB

RFP Title	Federal Government Relations
RFP Issued Date:	<b>Monday, June 1, 2026</b>
Deadline to Submit Additional Questions:	<b>Monday, June 15, 2026</b>
Send questions to:	<a href="mailto:lauren.lerman@mxdusa.org">lauren.lerman@mxdusa.org</a>
Responses to written questions:	<b>Within 72 business hours</b>
Proposals shall be submitted to:	Federal Government Relations Proposal Submission Form: <a href="https://wkf.ms/4ev1cbH">https://wkf.ms/4ev1cbH</a> Form Password: dx2QW5!a7cWB
Proposal Due Date and Time:	<b>5:00 P.M. CT on July 3, 2026</b>



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## **ABOUT MxD**

MxD is dedicated to modernizing and strengthening the U.S. industrial base. In partnership with the U.S. Department of War (DOW), MxD advances U.S. manufacturing by accelerating technology adoption, modernizing supply chains, enhancing cybersecurity readiness, and developing a highly skilled workforce. As the federally designated Digital Manufacturing and Cybersecurity Institute, MxD serves as a solution-neutral advisor and trusted convener for stakeholders across the industrial base.

As a non-profit, public-private organization with more than 360 members from industry, academia, and government, MxD is funded, in part, by the DOW as an investment in U.S. manufacturing competitiveness and national security. MxD collaborates directly with the DOW on both a strategic and technical level, and supports the modernization priorities set forth by the Office of the Secretary of War and the Service Branches.

## **SECTION 2: SCOPE OF WORK**

### **STATEMENT OF WORK OVERVIEW**

MxD is seeking an experienced Firm to provide federal government relations strategic advisory and lobbying services that promote the institute's interests before the United States Congress and the Executive Branch in Washington, D.C. MxD seeks a multi-year professional services contract with a qualified individual or Firm who can demonstrate competency and experience in providing government relations services for non-profit entities and who has demonstrated success in securing funding, partnerships, strategic contacts and building awareness among key Congressional, Executive branch and other Washington-area stakeholders.

MxD is a national leader in accelerating the development and adoption of technology solutions to advance American manufacturing competitiveness and serves as the National Center for Cybersecurity in Manufacturing. The institute values partnering with various levels of government to advocate on issues of mutual interest, secure governmental funding that supports advanced manufacturing research, development, deployment and adoption. To that end, MxD executes a legislative and executive branch strategy that includes priorities and interaction with the federal and state levels of government. MxD has a history of being proactive at the federal level by working to strengthen its relationship with its congressional delegation, to seek federal funding for projects



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and programs, to evaluate legislation and regulations' impacts, and to weigh in on policy matters of importance.

MxD seeks a Firm with broad experience in securing federal funding and a variety of budgetary, legislative, and regulatory matters. Specific funding and policy areas of interest to MxD include, but are not limited to:

- Advanced manufacturing
- U.S. manufacturing competitiveness
- Cybersecurity
- Industry 4.0 technology areas such as: supply chain, IoT, digital twin, artificial intelligence, data mining, etc.
- Workforce development
- Resources and services for small- and mid-sized manufacturing support programs
- MxD will benefit from a firm that can support its growth and alignment with government, legislative and member stakeholders.

## **STATEMENT OF WORK RESPONSIBILITIES**

In coordination with MxD, develop and execute a multi-year (two- to three-year) strategy that encompasses the following elements and activities:

### **a. STRATEGY**

- Work with MxD to formulate and execute a strategy for federal funding, policy objectives, long-term growth and sustainment over a two- to three-year period.
- Work with staff to prepare written communications that convey MxD's priorities and position on federal legislative and policy issues.
- As needed, participate in meetings with MxD members and other stakeholders (private and/or public meetings/webinars), to educate the attendees on federal policy and funding issues of particular interest to MxD and its stakeholders.
- Other activities as defined.

### **b. ADVOCACY & COMMUNICATIONS**

- Represent MxD's interests in Washington D.C., including to key members of Congress and Executive agency stakeholders, as needed.
- Advise and prepare MxD for engagements with lawmakers, Executive agencies, and Administration staff.
- Identify funding opportunities and lobby Executive agencies in support of MxD interests.



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- In response to MxD direction, act quickly on MxD's behalf regarding developments in Washington, D.C., with impact on funding and policy matters.
- Establish new relationships to support emerging, evolving and growing MxD priorities and activities.
- Handle the logistics related to arranging meetings between MxD's CEO/Senior Leadership Team (SLT) and federal delegation, Executive Agency, and Administration stakeholders.
- Prepare specific talking points and briefing materials for MxD meetings upon request.
- Other activities as defined.

#### **c. TRACKING & REPORTING**

- Regular review, analysis, and notification to MxD of existing and proposed federal policies, programs and regulations that may impact MxD and the digital manufacturing sector.
- Provide preparation, materials and support for MxD funding opportunities, including, but not limited to: calls, briefings, meetings and visits between MxD SLT and Executive agencies and legislative stakeholders.
- Other activities as defined.

#### **d. RELATIONSHIP BUILDING & MANAGEMENT**

- Establish and maintain effective strategic relationships within the Office of the Secretary of Defense, Armed Services, Aerospace Industries Association, National Defense Industrial Association, and other stakeholders to achieve outcomes that support or advance the MxD's federal funding, legislative and policy positions.
- Facilitate regular meetings and updates between MxD and government officials, policymakers and legislative stakeholders to strengthen relationships, and to further MxD's priorities and protect its interests.
- Effectively engage stakeholders to solve problems on behalf of MxD, as necessary.
- Other activities as defined.

### **STATEMENT OF OPERATIONAL EXPECTATIONS**

- Maintain regular communication and provide regular updates via weekly teleconferences with relevant MxD leadership and staff.
- Be available, in a timely manner, in-person or via telephone or email, to provide guidance and advice.



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### **SECTION 3: EXPERIENCE AND DEMONSTRATED SUCCESS**

- Expertise in federal legislative, budget and appropriations processes.
- Broad, established network of stakeholders, including the Illinois delegation, legislators and policymakers involved in DOW, digital technology and modernization initiatives; advanced manufacturing; innovation; competitiveness; cybersecurity; workforce development; industrial policy; public-private partnerships and economic development.
- Federal funding and grant processes, including identifying opportunities and helping clients to submit quality proposals.
- Federal lobbying.
- Effective representation of non-profit organizations and public-private partnership priorities and goals in Washington, DC.
- Extensive experience in providing all the services required within the Statement of Work Responsibilities.
- If relevant, success with assisting clients in receiving funding through private foundations or other non-governmental sources.

### **SECTION 4: PROPOSAL REQUIREMENTS & EVALUATION CRITERIA**

#### **a. PROPOSAL REQUIREMENTS**

- Strategy and vision for a two- to three-year period.
- Strategic and operation plan detailing how services outlined in this RFP will be successfully delivered, including a staffing plan that will meet MxD's needs.
- Demonstration of Firm or Applicant's knowledge and expertise in the federal policymaking, appropriations, authorization process and lobbying experience.
- Information relating to industry ratings or special recognition received by the Firm or Applicant for federal government relations services, if applicable.
- Budget, including itemization of costs and fees, and confirmation of established accounting practices to allow for itemized invoicing of lobbying expenses.
- Examples of previous work demonstrating track record of success in providing services to clients in the following areas:
  - i. Securing federal agency funding and grant opportunities in the "post earmark" environment;
  - ii. Influencing the outcomes on federal legislation;



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- iii. Elevating the client's standing in the federal and regional public policy arena;
- iv. Assisting clients with breaking through bureaucratic obstacles.

**b. EVALUATION CRITERIA**

The selected proposal will be evaluated based upon an evaluation of the proposal elements described above. The selected proposal will clearly demonstrate the ability to develop and deliver, through an ongoing collaborative partnership with MxD, an innovative and effective federal government strategy. Firm or individual experience serving non-profit and public-private partnership clients, breadth and network of key contacts, demonstrated past success in providing similar services, as well as overall cost, will also be strongly considered in the selection.

**c. CONTACT INFORMATION**

Please contact Lauren Lerman at [lauren.berman@mxdusa.org](mailto:lauren.berman@mxdusa.org) with any questions regarding this request for proposals. The answers to any questions received by June 15, 2026, will be posted in an updated RFP document on the MxD website.