

Oregon International Port of Coos Bay
on behalf of the
Marine Reserve Recommendation Committee
South Coast of Oregon – Reedsport to Bandon

Request for Proposals

Purpose:

The Oregon International Port of Coos Bay is seeking proposals for facilitation of a series of meetings involving a large working committee representing various interests within the Reedsport to Bandon region of the Oregon coast, with the goal of reaching consensus or a decision on a recommendation on the issue of whether or not to establish a Marine Reserve within the Oregon Territorial Sea between Reedsport and Bandon.

Port Background:

The Oregon International Port of Coos Bay (Port) is an Oregon Special District organized under ORS 777. A five-member Board of Commissioners provides policy direction for Port staff, and the Port's Executive Director is responsible for management and execution of ongoing activities and projects involving Port staff.

The Marine Reserve Issue:

In the fall of 2008 the Ocean Policy Advisory Council (OPAC), as part of its Marine Reserves proposal process, requested that the Port organize and facilitate the Marine Reserves recommendation process in the area from Reedsport to Bandon. Previous proposals for a Marine Reserve designation near Charleston involving the Cape Arago/Seven Devils area had been rejected. The main criticism of the original proposals for the Cape Arago/Seven Devils area was a lack of public involvement and inadequate attention to the guidelines of the Governor's Executive Order regarding economic impacts to coastal communities.

The Port's Board of Commissioners approved a process for implementation of a community-based, community-driven Marine Reserves discussion during their January 2009 meeting. Port staff provides administrative support to the Committee as a whole.

The make-up of the Committee consists of representatives from the two groups who originally submitted proposals (Our Ocean, a project of the Pew Environmental Group and the "Seven Devils" group), South Slough National Estuarine Research Reserve, The Oregon Institute of Marine Biology (OIMB) of the University of Oregon, Surfrider Foundation, Oregon Commercial Fishing Industry Interests (Dungeness Crab, Albacore Tuna, Salmon, and Trawl Fisheries), the Southern Oregon Ocean Resource Coalition (SOORC), the Port of Coos Bay's Technical Advisory and Charleston Advisory Committees, the Cities of Reedsport, North Bend, Coos Bay, and Bandon, the Charleston Merchants Association, the Charleston Community Enhancement Corporation, Coos County, the Confederated Tribes of Coos, Lower Umpqua and Siuslaw Indians, Recreational and Charter Fishing entities, Chambers of Commerce for Reedsport/Winchester Bay, Bandon and the Bay Area Chamber

of Commerce, Oregon Sea Grant/Oregon State University (ex-officio/non-voting), the Ports of Umpqua, Bandon and Coos Bay, as well as six public-at-large representatives

The Committee is meeting to discuss whether an appropriate area for a Marine Reserve or Marine Protected Area exists in the defined geographical area. At identified times during this process, Town Hall meetings will be scheduled in Bandon, Reedsport/Winchester Bay and the Coos Bay/North Bend/Charleston areas to receive further public input on proposals under discussion by the Committee.

The intended outcome of this process is a recommendation to the Port's Board of Commissioners to forward to OPAC in October/November of 2010 for legislative budgetary discussions during the next biennium. The process will use a consensus approach, but if consensus can not be reached, the recommendation would be based on an affirmative vote in support of a specific recommendation of the majority of the committee members.

Tasks to be accomplished:

The Contractor will provide non-biased, objective, professional facilitation services at committee meetings under the following scenarios.

- a. Meetings usually run for three hours
- b. The frequency of meetings will likely be once or twice per month
- c. Meetings will be held in North Bend, with potential town hall meetings to be scheduled for Reedsport, Bandon and Coos Bay/North Bend/Charleston.

The Contractor will assist Port staff and work with the Chair and Vice-Chair of the Committee to prepare for each meeting.

- a. Prior to meetings, help determine the scope of the discussion and set an agenda for each meeting
- b. Assist with promoting courtesy and cooperation among Committee members during and between meetings, as needed
- c. Debrief with Port staff and Committee Chair and Vice-Chair after each meeting

How to submit a proposal:

Interested parties should submit a proposal addressing the five elements described below no later than February 17, 2010 to:

Kathy Wall, Business Development Manager
Oregon International Port of Coos Bay
P.O. Box 1215, Coos Bay, OR 97420-0311
or by email to kwall@portofcoosbay.com

Questions may be directed to (541) 267-7678. Please limit your response to two pages. Resumes and references may be submitted as attachments. Please provide:

1. A description of your qualifications and how the tasks described above would be carried out,

2. A firm estimate of fees to be charged, and an estimate of expenses that would be incurred,
3. Resumes of all qualified participants who would be involved in the project,
4. Names and phone numbers of references who have been your clients during the last 18 months, and;
5. A statement of whether, if in the opinion of the screening committee it is determined that the Committee's needs are best served by two or more facilitators, you are willing to share the work with a person or persons who may or may not be known to you.

Interviews and Presentations:

Interviews involving Port staff and a limited number of Committee members will be conducted with finalists, and will be scheduled at the earliest possible convenience of the screening committee. Finalists can anticipate interviews/presentations during either the last week of February or the second week of March. The successful candidate should anticipate engaging the Committee at its regularly scheduled meeting on March 17, or be prepared to propose a special meeting date shortly thereafter but during the month of March. The successful candidate should also be prepared at that meeting to assist the Committee in electing a Chair and Vice-Chair and be prepared to work with the Committee to establish the frequency and schedule of future meetings.