

ATTACHMENT C

STATEMENT OF QUALIFICATIONS (SOQ)

(Revised Pursuant to Addendum No. 1, August 12, 2016)

Section 1: ADR Provider Contact Information & Languages			
Last Name	Keir	First Name	Laura
Company Name	Laura Sophia Keir		
Business Address	*****		
City	Eugene	State	Oregon
Zip Code	97402	Phone 1	541-525-9068
E-mail	*****		
Web Site	https://www.linkedin.com/in/laura-keir-04650625		
Languages Spoken	Some Spanish	Fax #	None
Section 2: Provider Overview			
The following Section provides a brief overview of the provider’s experience and qualifications			
<p>Laura Keir is an organized and creative professional with a solid foundation in public involvement. Laura has a passion for dialogue and deliberation, citizen participation, and collaborative processes, combined with her subject expertise in complex natural resource issues including energy infrastructure and land use planning. She believes that through meaningful engagement of citizens we can find positive solutions to the toughest problems we face as a society. Laura is highly skilled in research, writing, project management, digital media, and group facilitation. For the past eight years Laura has worked in and studied the field of citizen engagement, including a variety of projects with local governments and nonprofits.</p> <p>Laura worked as a planner in Vermont from 2013 to 2015, where she led public involvement processes for local land use planning and emergency management. Previously, Laura worked for the New England Center for Civic Life where she coordinated and moderated National Issues Forums throughout the northeast and mid-Atlantic.</p> <p>Laura conducted in-depth research as a graduate student at the University of Vermont, and published two journal articles on the controversial siting of a high-voltage transmission line. She studied the citizen involvement process for the siting (“Environmental justice and citizen perceptions of a proposed electric transmission line “ published in Community Development), and interviewed stakeholders to determine the prospects for consensus building among parties (“Conflict Assessment in Energy Infrastructure Siting: Prospects for Consensus Building in the Northern Pass Transmission Line Project “ published in the Negotiation Journal).</p> <p>She is a member of the International Association for Public Participation, and the National Coalition for Dialogue and Deliberation.</p>			

Section 3 Services Offered and Rate			
Type of Service Key Person Desires to Offer & is Qualified to Offer	ADR Provider Billing Rate per hour	Support Staff Billing Rate Per Hour (Rate/Title)	The following items, if checked, are expenses that may be passed through at cost to the agency (See Price Agreement for details):
<input type="checkbox"/> 1. A <u>Mediation General Practitioner</u> is an impartial third party who assists two or more parties in reaching a mutually acceptable resolution to a controversy. These Practitioners have broad mediation experience and skills and are able to adapt mediation to a wide variety of circumstances, including workplace disputes.	00.00	00.00 to 00.00 (range) Administrative Assistant	<input type="checkbox"/> Copy/print charges <input type="checkbox"/> Facility Use/ Rental Fees
<input type="checkbox"/> 2. A <u>Facilitation General Practitioner</u> is an expert at helping large groups work effectively towards a desired objective. These Practitioners have sufficiently broad experience and skills so as to be able to design and facilitate a large group process to achieve variety of goals or objectives.	00.00	00.00 to 00.00 (range) Administrative Assistant	<input type="checkbox"/> Copy/print charges <input type="checkbox"/> Facility Use/Rental Fees
<input type="checkbox"/> 3. A <u>Public Policy Facilitator</u> is an expert at helping governmental entities and diverse stakeholders reach agreement on controversial public policies or public projects, often within a complex legal, political or regulatory context. These providers are experienced at assessing, designing, convening and facilitating collaborative processes.	00.00	00.00 Staff Title 00.00 Staff Title 00.00 Staff Title 00.00 Staff Title 00.00 Staff Title 00.00 Staff Title	<input type="checkbox"/> Copy/print charges <input type="checkbox"/> Facility Use/Rental Fees
<input checked="" type="checkbox"/> 4. A <u>Public Involvement Practitioner</u> is an expert at helping governmental entities engage the public on public issues or projects. These providers are able to design and implement an appropriate public involvement process from projects that seek to inform or educate the public to projects that allow for greater public involvement via consultation or collaboration.	110.00	00.00 Staff Title 00.00 Staff Title 00.00 Staff Title 00.00 Staff Title 00.00 Staff Title 00.00 Staff Title 00.00 Staff Title	<input checked="" type="checkbox"/> Copy/print charges <input checked="" type="checkbox"/> Facility rental fees <input checked="" type="checkbox"/> Mail or bulk email fees <input type="checkbox"/> Telephone charges <input checked="" type="checkbox"/> Website hosting, online software or online services fees <input checked="" type="checkbox"/> Video production services <input checked="" type="checkbox"/> Other Subcontractors

Section 4A: Does the Provider charge travel expenses to provide services in your area?

County or County Area	Available to work in this area without charging travel expenses.	Available to work in this area but will charge travel expenses
1 Clatsop, Columbia, Tillamook – Counties	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2 Washington, Multnomah – Counties	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3 Polk, Marion, Yamhill – Counties	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4 Lincoln, Benton, Linn – Counties	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5 Lane – County	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6 Douglas – County	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7 Coos, Curry – Counties	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8 Josephine, Jackson – Counties	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9 Hood River, Wasco, Sherman, Gilliam, Wheeler	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 Jefferson, Crook, Deschutes – Counties	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11 Lake, Klamath – Counties	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12 Morrow, Umatilla - Counties	<input type="checkbox"/>	<input checked="" type="checkbox"/>
13 Wallowa, Union, Grant, Baker – Counties	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14 Harney, Malheur – Counties	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15 Clackamas – County	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Section 4B: Hourly Travel Charges. *If, in addition to allowable travel expenses, the Provider will charge for travel time and the travel time of administrative assistants or staff, or both, the hourly travel rate for Proposer and each of Proposer’s administrative assistant and staff must be identified here: :*

Laura Keir’s travel time will be charged at \$50.00 per hour.

Section 5: Standards the Provider Subscribes to and Licenses Held

- Oregon Mediation Association Core Standards of Mediation Practice, April 23, 2005
(<http://www.mediate.com/oma/pg61.cfm>)
- Association for Conflict Resolution, Model Standards of Conduct for Mediators, 2005 revisions.
http://www.imis100us2.com/acr/ACR/Resources/Model_Standards/ACR/Resources/Model_Standards.aspx?hkey=315fc2bd-2cac-422b-82bf-b3160b6a1b08
- Model Standards of Practice for Family and Divorce Mediation
http://www.imis100us2.com/acr/ACR/Resources/Model_Standards/ACR/Resources/Model_Standards.aspx?hkey=315fc2bd-2cac-422b-82bf-b3160b6a1b08
- International Association for Public Participation (IAP2), Code of Ethics for Public Participation Practitioners (See <http://www.iap2.org/displaycommon.cfm?an=1&subarticlenbr=8>)
- Other professional standards that the provider subscribes to:
- Oregon State Bar #
- Other professional licenses:

Section #6: Provider's Specialized Areas of Expertise		
Area of Expertise	Sub Specialty	Areas of expertise
Business and Finance	General	<input type="checkbox"/>
	Investment and Finance	<input type="checkbox"/>
	Patents or Intellectual Property Rights	<input type="checkbox"/>
Civil Rights	Civil Rights	<input type="checkbox"/>
Consumer	All Types, Consumer-Merchant Disputes	<input type="checkbox"/>
	Assistive Technologies	<input type="checkbox"/>
	Vehicle Sales, Service or Repair	<input type="checkbox"/>
Cultural	Cross Cultural, Ethnicity, or Related Fields	<input type="checkbox"/>
Education	Education	<input type="checkbox"/>
	Special Education	<input type="checkbox"/>
Environmenta	Agricultural Exceptions (goal 2)	<input type="checkbox"/>
	Agriculture	<input checked="" type="checkbox"/>
	Air, Land and Water Quality	<input checked="" type="checkbox"/>
	Coastal	<input type="checkbox"/>
	Endangered Species or Wildlife	<input type="checkbox"/>
	Energy	<input checked="" type="checkbox"/>
	Forestry	<input type="checkbox"/>
	Hazardous Materials and Environmental	<input checked="" type="checkbox"/>
	Other Natural Resource Related	<input checked="" type="checkbox"/>
	Water Resources, Wetlands	<input checked="" type="checkbox"/>
Governmental and Regulatory	Government-to-Government (e.g., state-tribal)	<input type="checkbox"/>
	Professional Licensing	<input type="checkbox"/>
	Public Utilities	<input type="checkbox"/>
Human Services	Child Dependency and Permanency Planning (Adoption)	<input type="checkbox"/>
	Disability	<input type="checkbox"/>
	Family Services, including Service Plans	<input type="checkbox"/>
	Health Care	<input type="checkbox"/>
	Senior Services	<input type="checkbox"/>
	Social Services	<input type="checkbox"/>
	Vocational Rehabilitation	<input type="checkbox"/>
	Public Assistance - AFS	<input type="checkbox"/>
International	International	<input type="checkbox"/>
Labor and Employment	Collective Bargaining and Labor	<input type="checkbox"/>
	General Employment and Human Resources	<input type="checkbox"/>
	Workers' Compensation	<input type="checkbox"/>
	Workplace Interpersonal Disputes	<input type="checkbox"/>
Torts or Insurance Claims	Torts or Insurance Claims	<input type="checkbox"/>
Transportation, Housing and Land Use	Construction Industry & Contracts, Civil Engineering	<input type="checkbox"/>
	Eminent Domain	<input type="checkbox"/>
	General Planning	<input checked="" type="checkbox"/>
	Growth Management	<input type="checkbox"/>
	Housing	<input type="checkbox"/>
	Land Use	<input checked="" type="checkbox"/>
	Railroad	<input type="checkbox"/>
	Real Property	<input type="checkbox"/>
	Siting Controversial Projects or Facilitates	<input checked="" type="checkbox"/>

Section 7: Relevant Education and Training

In 2013, Laura Keir completed a Master of Science in Natural Resources from the University of Vermont with a concentration in Environment, Society and Public Affairs. She studied and researched citizen participation in environmental decision making, and environmental conflict resolution. In 2010, she completed a Bachelor of Arts in Conservation Ecology from Sterling College in Vermont. Her undergraduate studies focused on dialogue and deliberation processes related to environmental issues.

Section 8: Relevant Training Conducted by the Provider

None

Section 9: Workplace Mediation Experience

None

Section 10: Litigation Settlement Related Experience

None

Section 11: Overall Mediation Experience

In 2013, Laura studied mediation in a graduate level Conflict Intervention Skills course at Champlain College in Vermont.

Section 12: Facilitation Experience

None

Section 13: Public Policy Facilitation Experience

None

Section 14: Experience as a Public Involvement Practitioner

Laura Keir worked as a planner in Vermont from 2013 to 2015, where she led public involvement processes on land use planning and emergency management for local municipalities. Projects included:

- Leading the update of several local hazard mitigation plans, including involving local Selectboards and establishing public advisory committees. Local citizens were kept informed throughout the plan update process via websites and invitations to public planning meetings.

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- Supporting two local communities in the update of their comprehensive plans. This included developing a survey and distributing to all residents, and holding a public forum in each community to discuss local land use issues.
- Supporting the Local Emergency Planning Committee in the update of its Emergency Management Guide for the region. Key public involvement efforts included a seminar and workshop held to engage emergency management stakeholders from the local to state level.

Laura also worked for the New England Center for Civic Life from 2010 to 2011 where she coordinated National Issues Forums throughout the northeast and mid-Atlantic. This was part of a research project for the Kettering Foundation, aimed at showing local leaders how informed public discussions can be used in policy making. For this project, Laura conducted the following:

- Supported organizations throughout the northeast and mid-Atlantic in holding community forums on the topic of economic security, including providing public outreach materials.
- Completed a National Issues Forum moderator training, and co-moderated (and organized) local community forums in New Hampshire.
- Surveyed and interviewed moderators after the forums were held.
- Compiled information and themes from the forums, and co-wrote a final report on the results.

Laura has public involvement experience in Oregon as well. From 2015 to 2016, Laura has conducted public outreach for the Lane County Farmers Market, Eugene's largest farmers market. The main citizen involvement project she led in Eugene is gathering public input regarding an expanded, permanent site for the farmers market. This has involved roughly 60 hours of Laura's time and included the following:

- Providing project updates and information to the public and stakeholders through website, social media, fact sheets, letters and newsletters.
- Conducting "dot" surveys at the farmers market to gather information and opinions from citizens.

In all of these public involvement efforts, Laura has brought a high degree of thoughtfulness and intellect. She is well versed in public participation methods and strives to include all the diverse stakeholders and citizens relevant to a project.