

ATTACHMENT C

STATEMENT OF QUALIFICATIONS (SOQ)

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

Section 1: ADR Provider Contact Information & Languages			
Last Name	Thomas	First Name	Stacy
Company Name	JLA Public Involvement		
Business Address	1110 SE Alder Street, Suite 301		
City	Portland	State	OR
Zip Code	97214	Phone 1	503-235-5881
E-mail	stacy@jla.us.com		
Web Site	www.jla.us.com		
Languages Spoken	English	Fax #	503-230-4877

Section 2: Provider Overview
The following Section provides a brief overview of the provider’s experience and qualifications

Stacy is recognized for her expertise in stakeholder engagement strategy development and project management. As a Senior Program Manager at JLA Public Involvement, Stacy designs and implements collaborative public involvement processes, conducts and documents stakeholder interviews, facilitates focus groups, community advisory and policy groups, collects data and translates it into public-friendly reports, and manages communications campaigns. Stacy manages the development and production of engaging informational materials, online engagement and survey tools, and community events. Stacy often provides strategic guidance to ensure meaningful engagement with both targeted and broad audiences, including underserved and ethnic minority communities.

Stacy brings excellent strategic communications and problem solving skills and specializes in engagement and communications efforts on public projects throughout Oregon. Stacy has a deep knowledge of public decision-making processes, having served in many roles throughout her career including senior consultant program manager, senior community affairs coordinator, city attorney, and agency spokesperson on public projects. Stacy has a background in public affairs and media relations as well as land use and municipal law. Stacy maintains her law license with the Oregon state bar.

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	___ Copy/print charges ___ 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	___ Copy/print charges ___ 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	___ Copy/print charges ___ 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.	119.47	Up to 47.00 Admin 1 Up to 80.00 Admin 3 Up to 78.00 PI Specialist 1 Up to 89.00 PI Specialist 2 Up to 102.00 PI Specialist 3 Up to 118.00 PI Specialist 4 Up to 134.00 PI Specialist 5	___ ✓ Copy/print charges ___ ✓ Facility rental fees ___ ✓ Mail or bulk email fees ___ ✓ Telephone charges ___ ✓ Website hosting, online software or online services fees ___ ✓ Video production services ___ ✓ 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 type="checkbox"/>	<input checked="" 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: :*

The provider and other staff will charge for travel time at the hourly rates shown in Section 3. JLA works with clients to set maximum hours per day for travel.

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: **Certified in SDIC (Systematic Development of Informed Consent) by the Institute for Participatory Management**
- Oregon State Bar # **962478**
- 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 checked="" type="checkbox"/>
	Special Education	<input type="checkbox"/>
Environmental	Agricultural Exceptions (goal 2)	<input type="checkbox"/>
	Agriculture	<input type="checkbox"/>
	Air, Land and Water Quality	<input checked="" type="checkbox"/>
	Coastal	<input type="checkbox"/>
	Endangered Species or Wildlife	<input checked="" type="checkbox"/>
	Energy	<input type="checkbox"/>
	Forestry	<input type="checkbox"/>
	Hazardous Materials and Environmental	<input 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 checked="" type="checkbox"/>
	Professional Licensing	<input checked="" 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 checked="" type="checkbox"/>
	Eminent Domain	<input type="checkbox"/>
	General Planning	<input checked="" type="checkbox"/>
	Growth Management	<input checked="" type="checkbox"/>
	Housing	<input type="checkbox"/>
	Land Use	<input checked="" type="checkbox"/>
	Railroad	<input checked="" type="checkbox"/>
	Real Property	<input type="checkbox"/>
Siting Controversial Projects or Facilities	<input checked="" type="checkbox"/>	

Section 7: Relevant Education and Training

- **Juris Doctor, University of San Diego School of Law (1996)**
- **Northwestern School of Law, Lewis and Clark College, Environmental program visiting student (1996)**
- **B.A. International Relations/Asian Studies, University of Oregon (1990)**

Stacy practiced law for more than eight years in the area of land use and municipal law, representing many Oregon jurisdictions ranging from cities to utility boards. While attending law school Stacy took a number of courses in environmental, water resources and land use law. She also did an extended externship with federal judge Ancer Haggerty with the U.S. District Court for the District of Oregon, where Stacy was responsible for case load management at the federal trial level. She conducted research and recommended resolutions on legal issues.

Stacy has been certified in SDIC (Systematic Development of Informed Consent) by the Institute for Participatory Management.

Section 8: Relevant Training Conducted by the Provider

Section 9: Workplace Mediation Experience

Section 10: Litigation Settlement Related Experience

Section 11: Overall Mediation Experience

Section 12: Facilitation Experience

Section 13: Public Policy Facilitation Experience

Section 14: Experience as a Public Involvement Practitioner

Stacy has more than 15 years of community engagement, communications and large-scale project management experience. Over the course of her career, Stacy has designed and implemented well over 100 public involvement and outreach programs for visioning, long-range planning, strategic planning, education and transportation projects. She works

RFP DASPS 2599-16 – Alternative Dispute Resolution Services

exclusively with public agency clients, including local government, state-wide and federal agencies, transit agencies, water districts and school districts.

Stacy has been a Senior Program Manager at JLA since 2008. Some of her notable projects have included:

- Oregon Passenger Rail Environmental Impact Statement
- Corvallis Transportation System Plan and Transit Development Plan
- Reynolds School District Outreach

Prior to joining JLA, Stacy was a Senior Community Affairs Coordinator at the Oregon Department of Transportation Region 1 in Portland where she was responsible for strategic communications, public outreach and agency coordination for all of ODOT's projects in Multnomah, Columbia and Hood River counties.

We estimate Stacy's overall hours in this category to be well over 25,000. While a handful of her projects involve a small amount of strategic input or implementation of a targeted outreach effort, most of them have well exceeded 40 hours per project. For example, Stacy has spent more than 2,000 hours on the Oregon Passenger Rail project, which has spanned many years of an Environmental Impact Statement process.

Approximately 90 percent of Stacy's work as a Public Involvement Practitioner has been within and throughout Oregon. Through her career, she has directly worked with many elected officials, local leaders and top-management at local agencies as well as engaging thousands of Oregonians. Stacy has also led public involvement efforts in southwest Washington and Idaho.

In addition to high-level strategy and project management, Stacy brings a broad skillset to her public involvement practice, including designing and facilitating public meetings, managing and facilities committees and focus groups, conducting and documenting stakeholder interviews, developing informational and creative printed and online materials, developing and conducting in-person and online surveys, and event planning. Stacy is also known for encouraging and developing creative and innovative approaches in public involvement. She understands, embraces, and manages new media techniques, including online open houses, video, social media and interactive web tools.

Stacy has a background in public affairs, communications, and media relations, as well as land use and municipal law. She brings a strong passion for working with divergent groups through collaborative processes.

On many of her projects Stacy provides strategic guidance and develops and implements environmental justice outreach plans to ensure meaningful engagement with underserved and ethnic minority communities. These efforts have been especially successful on Stacy's projects in the Portland metro area and East County, Washington County and cities of Woodburn and Medford.