

ATTACHMENT C

STATEMENT OF QUALIFICATIONS (SOQ)

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

Section 1: ADR Provider Contact Information & Languages			
Last Name	Hicks	Tim	
Company Name	Connexus Conflict Management		
Business Address	207 E. 5th Ave.		
City	Eugene	OR	
Zip Code	97401	541-915-9606	
E-mail	tim@connexusconflictmanagement.com		
Web Site	Connexusconflictmanagement.com		
Languages Spoken	English; conversational French	Fax #	
Section 2: Provider Overview			
The following Section provides a brief overview of the provider's experience and qualifications			
<p>Tim Hicks been directly involved in conflict resolution and conflict management since 1993 as a mediator, facilitator, teacher, trainer, and consultant. From 2006 to 2014, he was the first Director of the Master's degree program in Conflict and Dispute Resolution at the University of Oregon, building the program to a position of national prominence, and mentoring and teaching students newly entering the field. Among the courses he taught were Organizational Conflict Management, Mediation Skills, and Environmental Dispute Resolution.</p> <p>Prior to his time at the University of Oregon, Tim spent 14 years in private practice as a mediator, trainer, facilitator, and consultant, working with individuals and organizations, for-profit, nonprofit, and governmental. In his organizational work, he mediated numerous workplace disputes between individuals and units, designed and implemented conflict management systems, facilitated small and large group meetings, and provided training for teams and departments. He also mediated numerous comprehensive divorce settlements (over 250 cases) as part of his practice. Since January, 2015, Tim has returned to private practice providing mediation, facilitation, training, mentoring, and conflict management coaching and consulting to individuals and organizations.</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):
X 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.	\$150	\$40 to \$75 <u>Administrative Assistant</u> when necessary and agreed upon with client	<input checked="" type="checkbox"/> Copy/print charges <input checked="" type="checkbox"/> Facility Use/ Rental Fees
X 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.	\$150	\$40 to \$75 <u>Administrative Assistant</u> when necessary and agreed upon with client	<input checked="" type="checkbox"/> Copy/print charges <input checked="" 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 <u>Staff Title</u> 00.00 <u>Staff Title</u> 00.00 <u>Staff Title</u> 00.00 <u>Staff Title</u> 00.00 <u>Staff Title</u> 00.00 <u>Staff Title</u> 00.00 <u>Staff Title</u>	<input type="checkbox"/> Copy/print charges <input type="checkbox"/> Facility Use/Rental Fees
<input 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.	00.00	00.00 <u>Staff Title</u> 00.00 <u>Staff Title</u> 00.00 <u>Staff Title</u> 00.00 <u>Staff Title</u> 00.00 <u>Staff Title</u> 00.00 <u>Staff Title</u> 00.00 <u>Staff Title</u> 00.00 <u>Staff Title</u>	<input type="checkbox"/> Copy/print charges <input type="checkbox"/> Facility rental fees <input type="checkbox"/> Mail or bulk email fees <input type="checkbox"/> Telephone charges <input type="checkbox"/> Website hosting, online software or online services fees <input type="checkbox"/> Video production services <input 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"/>	X
2 Washington, Multnomah – Counties	X	<input type="checkbox"/>
3 Polk, Marion, Yamhill – Counties	x	<input type="checkbox"/>
4 Lincoln, Benton, Linn – Counties	X	<input type="checkbox"/>
5 Lane – County	X	<input type="checkbox"/>
6 Douglas – County	<input type="checkbox"/>	X
7 Coos, Curry – Counties	<input type="checkbox"/>	X
8 Josephine, Jackson – Counties	<input type="checkbox"/>	X
9 Hood River, Wasco, Sherman, Gilliam, Wheeler	<input type="checkbox"/>	X
10 Jefferson, Crook, Deschutes – Counties	<input type="checkbox"/>	X
11 Lake, Klamath – Counties	<input type="checkbox"/>	X
12 Morrow, Umatilla - Counties	<input type="checkbox"/>	X
13 Wallowa, Union, Grant, Baker – Counties	<input type="checkbox"/>	X
14 Harney, Malheur – Counties	<input type="checkbox"/>	X
15 Clackamas – County	x	<input 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: :*

Travel time billed at 30% regular rate = \$50/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:

Tim was:

- Past vice president of the Northern California Mediation Association
- Practitioner Member of the Academy of Family Mediators (now the Association of Conflict Resolution)
- Member of the Society of Professionals in Dispute Resolution which became the Association of Conflict Resolution
- Past member Sonoma County Bar Association, Alternative Dispute Resolution Section
- Past member California Dispute Resolution Council
- Past member of the International Association of Public Participation and the International Association of Facilitators

Tim was a member of the organizing committee and a founding board member of the North Bay Consensus Council, a non-profit organization in Northern California the purpose of which was to promote the use of collaborative approaches in the resolution of environmental/public policy disputes and in public policy decision-making.

Tim was on the editorial board of the Online Journal of Peace and Conflict Resolution and on the Advisory Board of Triune Arts, a producer of video and written training materials for Conflict Resolution curricula.

Tim is certified by the US Dept. of Justice to provide mediation of cases involving the Americans With Disabilities Act (ADA)

Section #6: Provider's Specialized Areas of Expertise

<i>Area of Expertise</i>	<i>Sub Specialty</i>	<i>Areas of expertise</i>
Business and Finance	General	X
	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	X
	Assistive Technologies	<input type="checkbox"/>
	Vehicle Sales, Service or Repair	<input type="checkbox"/>
Cultural	Cross Cultural, Ethnicity, or Related Fields	X
Education	Education	X
	Special Education	<input type="checkbox"/>
Environmenta	Agricultural Exceptions (goal 2)	<input type="checkbox"/>
	Agriculture	<input type="checkbox"/>
	Air, Land and Water Quality	X
	Coastal	<input type="checkbox"/>
	Endangered Species or Wildlife	<input type="checkbox"/>
	Energy	<input type="checkbox"/>
	Forestry	X
	Hazardous Materials and Environmental	X
	Other Natural Resource Related	X
	Water Resources, Wetlands	X
Governmental and Regulatory	Government-to-Government (e.g., state-tribal)	X
	Professional Licensing	<input type="checkbox"/>
	Public Utilities	<input type="checkbox"/>
Human Services	Child Dependency and Permanency Planning (Adoption)	<input type="checkbox"/>
	Disability	X
	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	X
	Workers' Compensation	X
	Workplace Interpersonal Disputes	X
Torts or Insurance Claims	Torts or Insurance Claims	X
Transportation, Housing and Land Use	Construction Industry & Contracts, Civil Engineering	X
	Eminent Domain	<input type="checkbox"/>
	General Planning	X
	Growth Management	X
	Housing	<input type="checkbox"/>
	Land Use	X
	Railroad	<input type="checkbox"/>
	Real Property	<input type="checkbox"/>
	Siting Controversial Projects or Facilities	X

Section 7: Relevant Education and Training

Master's degree in Conflict Resolution – Antioch University, 1997

Over 800 hours specialized training in mediation, facilitation, and communication skills.

Full listing available upon request.

Section 8: Relevant Training Conducted by the Provider

- People Management Skills for Managers and Supervisors
- Conducting Effective Performance Reviews
- Conducting Effective Meetings
- Improving Team Performance
- Communication and Conflict Resolution 101
- Problem Solving 101
- Mediation Skills

In 2002 – 2003, Tim taught courses on negotiation and managing public disputes as Adjunct Professor at Royal Roads University, Victoria, British Columbia.

In 2000 – 2001 Tim designed and delivered curricula for graduate level courses in Conflict Resolution and Mediation, and Managing Public Disputes as Adjunct Professor at JFK University in San Francisco, CA.

In 1999 – 2000 Tim taught several classes on conflict resolution for the School of Business at Sonoma State University, Rohnert Park, California

During his time directing the Master's degree program in Conflict and Dispute Resolution at the University of Oregon from 2006 to 2014, he taught courses on Managing Conflict in Organizations, Mediation Skills, and Environmental Conflict Resolution.

Section 9: Workplace Mediation Experience

Prior to his work directing the Master's degree program in Conflict and Dispute Resolution (2006-2014), in his private practice, Tim was on rosters to provide mediation services for:

- US Postal Service,
- Equal Employment Opportunity Commission
- US Department of Justice
- California Department of Insurance
- Mediation and Arbitration Referral Service for the Sonoma County (California) Superior Court
- California Department of Fair Employment and Housing
- Federal Equal Employment Opportunity Commission
- The Tribal Court of the Confederated Tribes of Grand Ronde

He has also conducted mediations for the US Forest Service and numerous private clients who included for-profit and non-profit organizations, city governments and County agencies, as well as the BC Ministry of Transportation and the special area government agency Islands Trust.

In these capacities, he conducted over two hundred workplace and employment-related mediations.

Additionally, Tim has conducted 70 on-line mediations for web-based commercial transaction disputes.

Section 10: Litigation Settlement Related Experience

Section 11: Overall Mediation Experience

Tim's mediation experience has included comprehensive divorce settlements (over 250 cases. These cases averaged 12-16 hours of face-to-face mediation), workplace and employment-related mediations (200+ cases. These cases ranged from single 2-8 hour sessions to multiple meetings over several days or weeks), business partnership agreements or dissolutions (~40 cases. These cases ranged from single 2-6 hour meetings to working with the clients over a series of meetings), insurance disputes for the California Dept. of Insurance (15 cases. These cases were generally completed within one 4-8 hour session), parent-teen mediations (18 cases. These cases ranged from one 2-hour meeting to several 2-hour meetings), wills and estates decision-making and dispute resolution (~20 cases. These cases typically involved several 2-hour meetings), and victim/offender reconciliation processes (7 cases. These cases were completed within one 2-4 hour meeting). He has also mediated/facilitated several multi-party, public dispute resolution processes involving public policy, environmental issues (12 cases. These cases involved multiple half or full-day meetings over the course of from 4 to 18 months).

Section 12: Facilitation Experience

Tim has facilitated numerous small and large group meetings in the public and private sectors for such clients at the International Association for Public Participation, City of Springfield, City of Eugene, Lane County, OR, Canine Companions for Independence, the US Forest Service, Land County Department of Youth Services, Denman Island Accessory Dwelling Advisory Committee, British Columbia Department of Fisheries, Pacific Gas and Electric.

Section 13: Public Policy Facilitation Experience

Section 14: Experience as a Public Involvement Practitioner

