



## **Request for Proposal (RFP) for Forest Watch Contractor**

Submission Deadline: March 15<sup>th</sup>, 2020

Organization Name: Bark  
Address: 351 NE 18<sup>th</sup> Ave, Portland, OR, 97232  
Contact: Michael Krochta  
Telephone Number: 503-331-0374  
Email: [hire@bark-out.org](mailto:hire@bark-out.org)

**Purpose:** Bark is requesting proposals for a Forest Watch contractor to improve and assist in implementing the organization's fieldwork and other volunteer programs.

**Background:** Bark is a Portland-based, non-profit, watchdog organization for Mt. Hood National Forest. We work to monitor the activities of the U.S. Forest Service in order to prevent unnecessary environmental degradation, and advocate for redefining the role of forests as a solution to challenges presented by issues such as global climate change and social inequality.

**Scope of Work:** The contractor is responsible for assisting Bark's Forest Watch Coordinator in planning and implementing field work focused on, but not limited to, Bark's ecological restoration activities in Mt. Hood National Forest and [groundtruthing](#) activities in proposed logging projects. They will also assist in effectively organizing Bark's groundtruthing information for use in Bark's outreach and legal advocacy.

## **The contractor's responsibilities will include:**

### ***Coordinating Field Work***

- Coordinate [beaver habitat survey and restoration project](#) activities and ensure effective information transfer between volunteers, students, and Forest Watch Coordinator.
- Provide training in data collection protocol, including groundtruthing and beaver habitat surveys, independently from Forest Watch Coordinator, for volunteers and students.
- Ensure maintenance of project data including project maps, photographs taken in the field, and data sheets.
- Synthesize field data for use by Forest Watch Coordinator in correspondence with U.S. Forest Service and in Bark's outreach and fundraising activities.
- Coordinate other monitoring (i.e. groundtruthing, post-logging monitoring) activities as needed.
- Work with Forest Watch Coordinator to improve Bark's data collection and organization systems, and volunteer coordination.

### ***Trainings, Hikes and Other Events***

- Attend and assist, as needed, with the following [Radicle](#) trainings: Groundtruthing 101 & 201, Hike Leader Training, and Forest First Aid.
- Lead one summer groundtruthing training.
- Present or co-present at one of Bark's Monthly [Ecology Club](#) events.
- Co-lead one of Bark's Monthly [Bark-About](#) hikes.
- Assist in coordinating [Base Camp](#), Bark's two-week, late summer camp-out.
- Assist in coordinating one non-Base Camp weekend campout during the summer of 2020.

### ***Miscellaneous***

- Attend Bark staff and volunteer committee meetings as needed.
- Work with Forest Watch Coordinator to implement a clear & realistic to-do list and weekly work schedule.

## **Budget**

The total budget for this scope of work is **\$13,000.00** plus approved mileage reimbursement. No other benefits offered at this time.

## **Proposal Evaluation Criteria**

- All accepted proposals will be reviewed by the Selection Committee and will be evaluated using the following criteria:
- Demonstrated recognition of the dynamics of social privilege associated with race, gender, class, age, ability, education-level and other characteristics and of the importance of addressing these proactively to promote equitable, just, and inclusive resolution to conflict.
- A demonstrated capability to conduct one's self in a calm and professional demeanor when dealing with the public and/or with difficult situations.
- A demonstrated capability to safely lead volunteers in hiking on- and off-trail, often in rugged terrain.
- Experience with or knowledge of data collection principles and evaluation techniques related to field ecology.
- Proficiency in basic computer applications, such as email, listserv/google group/drive management, word processing, spreadsheets, and internet usage. Experience with Esri programs or Avenza maps is also preferred but not required.
- A demonstrated capability to effectively communicate orally and in writing, as well as strong time management and organizational skills.
- Ability to work productively in an unstructured environment; reliably meeting deadlines and expectations with little direct supervision.
- Familiarity with or desire to learn fundamentals of Pacific Northwest ecosystems.
- Possession of an Oregon driver's license.
- Previous first aid training.

## **Project Timeline and Scheduling**

- Contractor's work will include at least two weekend field days each month.
- Contractor must be available for special events (including campouts) and trainings.
- Contractor must be willing to adjust their schedule to accommodate the needs of the job.
- Contractor should expect to work mostly part-time, approximately 25hrs/week, on average.
- Contractor must be available to begin work **April 1<sup>st</sup>, 2020** and end work on **October 28<sup>th</sup>, 2020**.

## **Contractor Selection Timeline**

- RFP Release: **February 19<sup>th</sup>, 2020**
- Proposals Due: **March 15<sup>th</sup>, 2020**
- Proposals Reviewed: **Week of March 16<sup>th</sup>, 2020**
- Consultant Selected: **March 20<sup>th</sup>, 2020**
- Start date of work: **April 1st, 2020**

**Equity:** Bark is engaged in a multi-year process to identify inequity in our work, organizational culture, and grow as individuals with unique experiences of exposure to and perpetuation of systemic oppression. We want our organization to be an inclusive and diverse space that is committed to ending oppression. While we have made gains to shift this dominant perspective and create a workplace that is welcoming and comfortable for people from diverse backgrounds, we acknowledge that we have much more work to do.

Bark does not and shall not discriminate on the basis of race, color, religion, gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, socioeconomic status, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, volunteers, subcontractors, and vendors.

**Closing date for submitting proposals:** Sunday, March 15, 2020, 11:59 PM

All proposals must be submitted electronically in PDF or Microsoft Word to [hring@bark-out.org](mailto:hring@bark-out.org) and must include **1) typed responses to the prompts below** and **2) a resume**. Proposals should be clearly labeled: "Proposal-FWC-[YOUR NAME]".

**Please respond to both of the following prompts keeping in mind the Evaluation Criteria above:**

1. Briefly describe your relevant experience, strengths and distinguishing skills, capabilities, and any professional certifications or trainings, as they relate to the type of work described above.
2. Then, please describe how this position fits within in your professional journey, i.e. which skills will you be developing and for what overall purpose?

**Questions:** All questions relative to this RFP should be submitted via email to: [michael@bark-out.org](mailto:michael@bark-out.org) Please allow 24-48 hours for response.