



PUBLIC NOTICE
OF
LOWER MINNESOTA RIVER WATERSHED DISTRICT
REQUEST FOR PROPOSALS:

FOR EDUCATION & OUTREACH SERVICES

The Lower Minnesota River Watershed District (LMRWD) invites proposals for a consultant to provide Education & Outreach services to the LMRWD. The Consultant will lead education and community outreach efforts in accordance with the LMRWD Watershed Management Plan, as amended. Applicants may be a company or an individual.

Proposals setting forth the experience of the company/individual(s) who would be interested in providing Education and Outreach services to the Lower Minnesota River Watershed District should be sent electronically to:

Lower Minnesota River Watershed District
Linda Loomis, District Administrator
naiadconsulting@gmail.com

Proposals shall be submitted on or before the close of business Friday, June 5, 2020.

Proposals should not exceed 10 pages (excluding resumes) and provide general information about the individual/company that proposes to perform services for the District. Include a list of related work/projects/clients, a list of key personnel who propose to perform services for the District and their qualifications, qualifications of other staff that would assist in providing contractual services and a current fee schedule. Please include other services or specialties that may be pertinent.

Overview:

Lower Minnesota River Watershed District (LMRWD) Education and Outreach Coordinator (E&OC) shall coordinate implementation of the education and outreach goals articulated in the LMRWD's Watershed Management Plan (WMP), as amended.

The E&OC will work under the direction of the District Administrator. Primary duties of the E&OC will be to (not necessarily listed in order of priority):

1. organize and manage a Citizen Advisory Committee
2. Prepare and implement an education and outreach plan aligned with the goals of the WMP
3. Manage cost share incentive and water quality rehabilitation grant program
4. Prepare articles for publication on LMRWD website, Scott County SCENE, Carver County newsletter and local newspapers
5. Develop handouts and activities to use at community events
6. Coordinate volunteer activities for Master Water Stewards

7. Work with partners to develop a network of individuals and organizations to promote the Minnesota River
8. Assist preparation of Annual Report, project reports, public communications, etc.
9. Assist with organizing events such as River Tours, community events, etc.
10. Other activities as determined in coordination with the LMRWD Administrator and the Board

For answers to questions regarding this request contact Linda Loomis at 763-545-4659 or naiadconsulting@gmail.com