



Pacific Fishery Management Council

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Pete Hassemer, Chair | Merrick J. Burden, Executive Director

REQUEST FOR PROPOSALS

The Pacific Fishery Management Council is soliciting proposals for the contractual services described below.

Proposal Submission Deadline: Proposals will be reviewed beginning on August 14, 2026. Submissions may be accepted until August 31, 2026, in the event a contractor has not been selected prior to August 31.

Contract Period: September 30, 2026, to July 31, 2027

Maximum Contract Award: \$70,000

SUMMARY

The Pacific Fishery Management Council (Council) seeks a qualified Contractor or Contractors to design, plan, and facilitate one or both of two Council-hosted workshops tentatively scheduled for January and February of 2027. Each workshop is expected to last two days, with one held in Southern California and the other in the Pacific Northwest. The Contractor(s) will work closely with Council staff and other advisors on workshop design, agenda development, and planning, and will serve as lead facilitator for the workshop or workshops. The first workshop focuses on the improved integration of Local Knowledge in Council decision-making; the second workshop focuses on the use of Dynamic Ocean Management tools to inform management that is more responsive to rapidly changing environmental conditions, with an initial emphasis on Highly Migratory Species fisheries. Both workshops are key components of two Special Projects currently being implemented by the Council and seek to bring different types of information into Council decision-making in order to enhance the adaptability of fisheries. Proposals submitted in response to this request should indicate whether the proposal is responsive to the Local Knowledge workshop, the Dynamic Ocean Management workshop, or both.

OVERVIEW

Council Special Projects

The Council is currently implementing two Special Projects that include workshops.

Special Project 1

Special Project 1, *Adaptive Management and Flexibility*, aims to identify innovations that make the review and implementation of Council actions more timely, efficient, and responsive to a changing environment and other unexpected events. As part of this project, the Council identified a need to expand its capacity for flexibility and adaptation given the dynamic nature of the

California Current Ecosystem (CCE), as well as increasing uncertainty, variability, and unpredictability associated with the effects of climate change within the CCE. Because Council decision-making often unfolds over longer time periods (e.g., several months to several years), Council actions can lag behind changes in the marine environment related to both CCE basin-wide processes (such as El Niño and La Niña patterns) and climate change driven conditions (such as marine heatwaves and ocean acidification) – as well as other anomalous or unanticipated events. To help address these mismatched timelines (slower Council processes in the face of rapid external changes), the Council has identified several priority actions to make Council decision-making more efficient, adaptive, and responsive.

One of these priority actions is the better integration of Local Knowledge (LK) and Indigenous Knowledge (IK) in Council processes. The incorporation of LK and IK into fisheries management are actions known to increase both the resilience and responsiveness of that management.¹ Expanding the use of LK and IK in fishery management processes, including within Council decision-making, has the potential to improve managers' ability to address complex ecosystem and climate challenges, evaluate decisions from a perspective that better considers human-environment relationships, and increase participation and engagement in management processes.² It may also enhance the Council's ability to act quickly and manage adaptively in the face of rapidly changing conditions by increasing its access to timely, available information that supports management decisions.

a. Local Knowledge Workshop

In order to explore and identify pathways for expanding the Council's use of LK in particular (IK pathways are being explored separately), the Council seeks to host a workshop that will provide a dedicated opportunity for further discussion of potential LK tools, actions, and onramps. This would allow Council advisors, members of the fishing public, and other stakeholders to more fully consider LK approaches used in other regions of the U.S. and identify the best ways to tailor them to the CCE and West Coast fishing communities – and/or brainstorm new strategies for both garnering and utilizing LK. The workshop will seek to describe what meaningful consideration of LK would look like within the Council process; it should be structured to solicit input on how LK holders prefer to share information, as well as on where in the process they believe that information could be most useful, what strategies and protocols would ensure that the information is robustly considered during Council decision-making, and what limitations or concerns should be taken into account in designing or refining any future tools or strategies.

¹ Drexler M, Cerny-Chipman EB, Peterson Williams MJ, Moore M and Ridings C (2025). Harnessing the value of near-term actions for achieving climate-ready fishery management. *Front. Mar. Sci.* 12:1558251. doi: 10.3389/fmars.2025.1558251

² *Ibid.*

Special Project 3

Council Special Project 3, *New Fishing Opportunities within Bycatch Allowances*, aims to improve the Council's ability to expand fishing opportunity while avoiding and mitigating bycatch in the fisheries it manages – beginning with a focus on West Coast Highly Migratory Species (HMS) fisheries – through the development and testing of new fishing gears and methods, and through the use of dynamic ocean management and monitoring (DOM) tools. For the purposes of Special Project 3, DOM is defined as *management that changes in space and time in response to the shifting nature of the ocean and its users based on the integration of new biological, oceanographic, social, or economic data*.

Special Project 3 consists of two primary components: (1) Further development of the Council's [HMS Roadmap](#) – a document that serves as both a strategic plan and a workload prioritization tool for the future of the West Coast HMS fishery – with a particular focus on improving the Council's Exempted Fishing Permit (EFP) process as a way to accelerate the development of climate-ready, effective fishing methods and practices while minimizing bycatch; and (2) Exploration of forward-looking tools, such as DOM, that can anticipate bycatch probabilities and facilitate more adaptive management strategies and fishing methods by using information and observations about changing ocean conditions.

a. Dynamic Ocean Management Workshop

To advance the second of the two components above, Special Project 3 calls for a workshop to investigate how DOM tools can better inform bycatch mitigation efforts, risk-based frameworks, and management that is more adaptive to rapidly changing environmental conditions. DOM tools have the ability to enable more precise spatial and temporal targeting of HMS (and other target stocks) while reducing bycatch and protected species interactions. To improve the use and application of these tools, the Council seeks to illuminate policy and management needs/gaps that, when filled, will allow DOM tools to be more fully optimized within the environmental, regulatory, and fisheries context of the CCE and the Council process. The workshop would provide an opportunity for fishermen, scientists, and managers to explore how DOM tools could contribute to an economically viable, low-bycatch West Coast HMS fishery, as well as associated challenges with and constraints on the use of DOM to date. It would also serve as a springboard for the continued co-development, validation, and refinement of these tools by fishermen and scientists, while identifying opportunities for future collaboration and cooperative research where appropriate and feasible.

Linkages Between LK and DOM Workshops

While these two workshops are being planned as separate and distinct convenings, they are linked in terms of purpose, content, and composition. With respect to purpose, both workshops aim to help bring different types of information into Council management and decision-making to foster greater adaptation – as well as an enhanced ability to achieve the goals and objectives of Council-managed fisheries. Regarding content, a significant theme of the DOM workshop will

be the role and use of fishermen's knowledge in the co-development, validation, and refinement of DOM tools. In order to make DOM tools as effective, useful, and nimble as possible, fishermen's needs as well as their on-the-water observations and experience should be appropriately incorporated into the tools' architecture and evolution. As such, the DOM workshop will consider the use and integration of LK (defined generally for this workshop as fishermen's observations and knowledge) in tools that inform or support Council actions and processes.

In terms of composition, participants in both workshops will primarily be members of Council advisory bodies (ABs) and other stakeholders, as well as staff from the Council and the National Marine Fisheries Service (NMFS) and its Northwest and Southwest Fisheries Science Centers. The workshops will each seek to address complex policy, science, management, and governance issues related to Council decision-making, the development of science products, and the use of innovative approaches to support resilient, responsive, and adaptive fishery management. The goal for the Contractor(s) in both workshops is to support constructive dialogue among diverse stakeholders, ensure balanced participation in an inclusive and engaging environment, encourage innovative and solutions-oriented thinking, and help participants work toward consensus recommendations where possible and appropriate.

CONTRACT SERVICE

In consultation with Council staff and other advisors as appropriate, the Contractor(s) will design, plan, and facilitate either one or two workshops; proposal submissions should indicate whether the proposal is responsive to the LK workshop, the DOM workshop, or both. The Contractor(s) will also assist in the preparation of a report(s) on outcomes and recommendations for Council consideration, tentatively scheduled for the March 2027 Council meeting (for the DOM workshop report) and/or the June 2027 Council meeting (for the LK workshop report). Workshop dates and locations have not yet been specified but are tentatively planned for the following time frames and regions:

DOM workshop: Mid-late January (two days; in person) in Southern California.

LK workshop: Early-mid February (two days; in person) in the Pacific Northwest.

CONTRACT PERIOD

The contract period is September 30, 2026, to July 31, 2027. The contract period may be adjusted if just one workshop is awarded.

SCOPE OF WORK

The Contractor will work with Council staff and other advisors, as appropriate, to design, plan, and facilitate one or both of the workshops described above.

For the LK workshop, the primary tasks of the Contractor will be to collaborate with Council staff and other advisors to design, plan, and facilitate a convening that includes fishery

participants and other stakeholders, scientists (including stock assessors), and fishery managers, and that seeks to accomplish the following:

- Identify priorities and pathways for the improved integration of LK into Council decision-making.
- Identify key tasks, roles, and processes for developing reports or other products that appropriately capture and communicate LK, along with Fishery Management Plan-specific information from the California Current Annual Ecosystem Status Report, to directly inform the stock assessment and harvest specifications processes for each FMP.
- Discuss and generate recommendations for other ways to gather and integrate LK, including identification of onramps for incorporating LK into Council decision-making.

For the DOM workshop, the primary tasks of the Contractor will be to collaborate with Council staff and other advisors to design, plan, and facilitate a convening that includes fishery participants and other stakeholders, scientists, and fishery managers, and that seeks to accomplish the following:

- Establish a shared understanding of the current suite of DOM tools and their application.
- Provide an opportunity for fishermen, scientists, and managers to collaboratively co-develop, validate, and refine DOM tools that allow for more effective targeting of healthy stocks while minimizing/avoiding bycatch.
- Determine how DOM tools can best be operationalized in the environmental, regulatory, and fisheries context of the CCE to improve management, including aligning existing DOM tools with the operational needs of West Coast fishermen.
- Identify how these tools can inform management that's more adaptive and responsive to rapid changes and real-time ocean conditions.
- Maintain a dual focus on expanding or improving fishing opportunity and minimizing/avoiding bycatch.
- Identify opportunities for cooperative research.

An output of each workshop is a report to the Council containing a workshop summary, key outcomes, and recommendations for Council consideration. The Contractor(s) will assist in the preparation and review of these report(s). As described above, the DOM workshop report is tentatively scheduled for consideration at the March 2027 Council meeting, and the LK workshop report is scheduled for the June 2027 Council meeting.

DELIVERABLES

The Contractor(s) shall provide the following deliverables for each workshop awarded under this contract:

1. *Project Management and Planning*
 - Participate in an initial planning meeting with Council staff to confirm workshop objectives, participant roles, anticipated outcomes, schedule, and project timeline.
 - Participate in periodic planning meetings (generally by videoconference) with Council staff and designated advisors throughout workshop development.

2. *Workshop Design*

- Develop a written facilitation plan describing the proposed workshop structure, discussion methods, facilitation techniques, approaches for encouraging balanced participation, and strategies for documenting workshop outcomes.
- Provide recommendations for workshop agendas, breakout sessions (if applicable), discussion formats, and other meeting processes designed to achieve workshop objectives.
- Review draft workshop materials prepared by Council staff and provide recommendations to improve meeting flow and participant engagement.

3. *Workshop Facilitation*

- Serve as the lead facilitator for the workshop.
- Implement the approved facilitation plan while remaining sufficiently flexible to adapt to changing circumstances and participant needs.
- Facilitate discussions in a manner that encourages respectful participation, allows all viewpoints to be heard, and accurately captures areas of agreement, differing viewpoints, unresolved issues, and recommended next steps.

4. *Workshop Documentation*

- Within twenty-one (21) calendar days following the workshop, provide Council staff with a written summary of discussion themes, recommendations, areas of agreement, differing viewpoints, unresolved questions, and any suggested follow-up actions.
- Review draft workshop reports prepared by Council staff and provide comments to ensure the reports accurately reflect workshop discussions and outcomes.

5. *Final Deliverables*

- Final deliverables shall consist of:
 - Final facilitation plan;
 - Workshop summary memorandum;
 - Written comments on Council staff draft workshop report(s); and
 - Any supporting facilitation materials developed under the contract.

PROJECT MANAGEMENT AND LOGISTICAL EXPECTATIONS

The Contractor(s) will work collaboratively with Council staff and potentially Council advisors (such as representatives of Council ABs) throughout the planning and implementation of each workshop. The Council anticipates the following level of effort for each workshop:

- Approximately three to six (3 to 6) planning meetings by videoconference prior to each workshop.
- Review of workshop agendas, briefing materials, and other background documents prepared by Council staff.
- Facilitation of one in-person workshop lasting approximately two full business days.
- Participation in one post-workshop debrief meeting with Council staff.

- Preparation of post-workshop summary materials and review of Council staff draft workshop reports.

The Council will be responsible for:

- Establishing workshop objectives;
- Selecting workshop participants;
- Developing briefing materials and technical presentations as necessary;
- Coordinating meeting logistics, registration, and meeting facilities;
- Providing administrative support during the workshop; and
- Preparing the final workshop report for Council consideration.

The Contractor(s) will be responsible for:

- Designing and implementing the facilitation process;
- Advising Council staff on workshop structure and meeting design;
- Leading workshop discussions;
- Assisting Council staff in documenting workshop outcomes; and
- Completing the contract deliverables described above.

The Contractor(s) should assume that most planning activities will occur remotely by videoconference. The Contractor(s) should also assume travel to one workshop location for each workshop awarded under this contract. Travel costs will be reimbursed separately by the Council in accordance with applicable Council travel policies and are not included within the maximum contract award.

DESIRED QUALIFICATIONS

The Contractor(s) should possess the following skills:

- Expertise in designing and facilitating convenings focused on complex issues with participants holding diverse viewpoints.
- Experience with fisheries issues and familiarity with the U.S. federal fishery management system, including the Regional Fishery Management Council process.
- Experience in guiding collaborative processes with up to 40 participants; demonstrated ability to design, implement, and lead meetings that promote constructive dialogue while supporting creative, innovative thinking.
- Experience designing and leading customized workshops with both technical and interpersonal components.
- Experience with translating scientific and technical information to a non-technical audience; comfort with navigating the intersection between scientific content and its use in social systems.
- For the DOM workshop: Familiarity with West Coast HMS fisheries and their management; familiarity with DOM tools, such as [EcoCast](#), and the use of real-time oceanographic, biological, and socio-economic information to support adaptive and responsive management.

- For the LK workshop: Familiarity with the role of Local Knowledge in fisheries management and decision-making; familiarity with the principles of community science, fishery-dependent data, and the use of on-the-water observations in formal scientific products.
- The Council is a federally-funded entity and the selected Contractor(s) must not be suspended, disbarred, or otherwise excluded from doing business with the U.S. Government.

PROPOSAL CONTENTS

Proposal submissions should include the following materials:

- A cover letter highlighting the Contractor's experience, skills, and abilities to fill this role.
- A curriculum vitae or resume for all key personnel.
- A project plan describing the Contractor's approach and methodology for addressing the scope of work and deliverables described above.
- Contact information for two references or previous clients.
- A proposed budget that includes:
 - labor categories
 - hourly rates
 - estimated hours
 - assumptions
 - subcontractors (if any)
 - budget narrative

CONFLICT OF INTEREST STATEMENT

Potential contractors shall disclose any current or recent professional, financial, or organizational relationships that could reasonably be perceived as creating a conflict of interest or affecting their ability to serve as an impartial facilitator.

USE OF ARTIFICIAL INTELLIGENCE (AI)

The Council recognizes that Contractors may use AI-assisted tools to support administrative or editorial tasks. However, the Contractor(s) shall remain solely responsible for the accuracy, completeness, neutrality, and professional quality of all work products. Any substantive analysis, synthesis of workshop discussions, recommendations, or reports submitted to the Council shall reflect the Contractor's independent professional judgment. The Contractor(s) should disclose in its proposal any anticipated use of AI tools in performing proposed work.

PROPOSAL EVALUATION CRITERIA

Proposals will be evaluated based on the following criteria:

- Demonstration of the skills and experience described in the *Desired Qualifications* section above, including facilitation experience.
- Approach to/methodology for achieving the deliverables described in the *Deliverables* section above.
- Understanding of fisheries issues and Council processes.
- Alignment of proposed budget with project scope and deliverables.

HOW TO APPLY

Proposals should be submitted by e-mail (please attach materials as PDF files) to Council Staff Officer Gilly Lyons at gilly.lyons@pcouncil.org, or may be submitted by mail to the following address:

Gilly Lyons, Staff Officer
Pacific Fishery Management Council
7700 NE Ambassador Place, Suite 101
Portland, OR 97220

Inquiries regarding this Request for Proposals should be directed to Staff Officer Gilly Lyons (503.820.2427; gilly.lyons@pcouncil.org).

Applicants may wish to consult the following materials on the Council's [website](#) for more information about the purpose of the scope of work:

- Agenda Item H.1, [Attachment 1](#), September 2025
- Agenda Item H.1, [Attachment 4](#), April 2026
- Decision Summary Document, [Special Project 3](#), March 2026
- Decision Summary Document, [Special Project 1](#), April 2026

SUBMISSION DEADLINE

Proposals may be submitted immediately. Proposals will be reviewed beginning on August 14, 2026, and contracts may be awarded after that time. Submissions may be accepted until August 31, 2026, in the event a contractor has not been selected prior to August 31.

MAXIMUM CONTRACT AWARD

The total contract award shall not exceed \$70,000. Proposals bidding on a single workshop should not exceed \$35,000.

- Award should cover labor, supplies and materials, and overhead.
- Travel expenses will be reimbursed by the Council.