

Request for Information

Council of Governments' Communications Plan

The Lane Council of Governments (LCOG), Eugene, Oregon, is a voluntary association of local governments in Lane County that provides a wide variety of services on behalf of its 28 member jurisdictions. LCOG seeks responses from qualified firms or individuals who could assist in the development of an agency Communications Plan. The objectives of the Plan include:

- Enhancing LCOG's communication with its 28 member governments and with the public.
- Enhancing access for members of the public to communicate with LCOG's government members.
- Enhancing communication between local governments and between those jurisdictions and state and federal levels of government.

It is anticipated that LCOG will contract with a firm or trained professional to work with agency staff to prepare a draft Plan for review by LCOG's Communications Subcommittee and, after such review, to draft a final Communications Plan for the consideration of LCOG's Executive Committee and Board of Directors. Such a contract would require that the consultant—firm or individual—include in the Plan a clear specification of desired outcomes, a summary of research and analysis of LCOG's current practices, an identification of areas for improvement, and strategies—action steps—for reaching identified objectives. The Plan would recommend strategies by which LCOG can more effectively portray the work and products of the agency, strategies for encouraging and facilitating citizen involvement, and strategies for more efficient government-to-government communication. See attached background paper.

It is expected that the consultant's work, described above, would be carried out expeditiously over a two- or three-month period.

Qualified individuals or firms are invited to contact LCOG Executive Director George Kloeppel by November 15, 2010 at the address below and to provide: A summary of qualifications, example of previous related work (reflecting experience with membership organizations such as LCOG, if any), an estimate of time required and an estimate of cost.

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