



Request for Proposals: Developing a Gulf-Wide Comprehensive Plan for In-water Sea Turtle Data Collection Independent Contractor

Meetings:

Based on the RFQ, we are assuming an 18-month project life with the following number of meetings:

Kickoff Meeting: 1 Kickoff Meeting, with in-person and virtual attendees

Steering Committee: 18 Monthly Virtual Meetings

Technical Committee Meetings: 3 In-Person Meetings

In-Water Monitoring and Data Collection Workshop: 1 In-Person workshop

Are these assumptions on project life and the potential number of meetings accurate?

Yes, we anticipate a 18-month project.

Steering committee: 18-20 is a suitable assumption. The meetings may not be spaced monthly for the full duration— some more frequent, some less frequent.

Technical/Workgroup Planning: This would likely be several virtual meetings, including a kick-off meeting.

Workshop/Technical Meetings: 1-3 in-person meetings is a suitable assumption .

Depending on travel restrictions and the pace of the project, it's possible that most/all of the project meetings will be virtual.

Meeting Locations:

For planning purposes, what is the most likely location for the in-person meetings?

We would seek to use Federal or state office space for in-person meetings. Possible locations include: St. Petersburg, FL or Mobile, AL.