



REQUEST FOR PROPOSAL (RFP) COMEDIAN GUEST SPEAKER

The Bay Foundation (TBF) seeks a qualified comedian as a contractor to participate in two virtual clean boating presentations as a guest speaker.

Background

The Bay Foundation is a 501(c)(3) nonprofit organization, Federal Tax ID# 330420271. TBF's [Boater Education Program](#) creates and distributes tools and resources to educate the boating community about environmental boating laws, proper waste disposal, and pollution prevention practices. The Boater Education Program focuses on boat-based pollutants including sewage, oil, fuel, household hazardous waste, marine debris, and aquatic invasive species.

The purpose of contracting a comedian as a guest speaker is to utilize their comedic skills to connect to the boating community audience on an emotional level. Comedy makes [knowledge easier to recall](#) and will hopefully lead to increased environmental awareness and behavior change. This project is grant-funded by the Clean Vessel Act Education and Outreach Grant Program. California State Parks Division of Boating and Waterways (DBW) must review and approve the script and may request edits. The selected contractor will develop a script while following these guidelines:

- No vulgar or derogatory language directed at the government (local, state, or federal)
- No profanity or offensive language
- No unapproved improvisation

The virtual clean boating presentation will take place via [Zoom](#) and may occur on nights and weekends. TBF will work with the selected contractor to schedule the presentations.

Scope of Work

- Develop material and prepare one script for a 5 minute sketch. The material should include the topic of sewage in some capacity.
- Submit the script to TBF for review.
- Make any requested changes or edits to the script.
- Conduct two live virtual sketches and be available for a max of 30 minutes on presentation days for logistics.



The virtual clean boating presentations will be recorded. The recorded presentations and material could be used for further engagement through social media, presentations, and other TBF digital and/or print education and outreach efforts.

Timeline

August 28, 2020	Proposal due
September 3, 2020	Selected contractor notified
September 18, 2020	First draft of the script due for review
October 2, 2020	Receive reviewer's edits and comments
October 9, 2020	Second draft of the script due for review
October 16, 2020	Receive reviewer's edits and comments
October 23, 2020	Final draft of the script due
Prior to April 2021	Conduct two virtual sketches to be scheduled with TBF

Budget

The budget for a guest speaker to develop comedic material and to deliver it at two virtual clean boating presentations is \$500.

Please specify and include in your proposal:

- Your presentation experience and two to three sample videos
- All applicable fees
- If you are offering us a discount - all discounts are tax-deductible
- If certified as Small Business, Disabled Veterans Business, Women-owned Business, or Minority-owned Business (please provide a copy of your certification)

Please send your proposal by August 28, 2020 to Dalia Gonzalez at dgonzalez@santamonicabay.org

Questions regarding this Request for Proposal should be addressed to Dalia Gonzalez.

Equal Opportunity Employer

The Bay Foundation is an equal opportunity employer and does not discriminate because of race, color, sex, age, national origin, religion, sexual orientation, gender identity, status as a veteran, disability or any other federal, state, or local protected class.