

# Scope of Services

## RFR#: ENV 06 CZM 09 – Assessment of Coastal and Marine Economies in Massachusetts for the Massachusetts Office of Coastal Zone Management

February 27, 2006

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### I. Key dates-

- Draft Methodology to CZM – March 3
- Methodology Review back to UMDI- March 10
- Draft Reports to CZM - May 29, 2006.
  - Written Report I - Assessment of the Coastal and Marine Economies in Massachusetts
  - Written Report II - Next Steps for Further Study of the Coastal and Marine Economies in Massachusetts
  - Tabular Report – Data Tables
- Report Review back to UMDI – June 13
- Final Reports to CZM – June 26
- Presentation of Findings to Interagency Working Group – June 2006

### II. Project Scope

**Purpose:** Analyze the best available coastal and marine-related economic information in Massachusetts.

**Project Components:**

- A. Analysis of the coastal and marine economies in Massachusetts using an IMPLAN based input-output model.**
- Develop comprehensive industry definition including identification and description of sectors comprising the coastal and marine economies of the Commonwealth.
  - Review past literature to identify key sectors within the Massachusetts marine economy.
  - Identify NAICS industry codes needed to measure industry activity.
  - Develop allocation methodology to adjust employment totals for sectors that cannot be directly measured by NAICS code or require a geographic filter. These include selected marine science and technology sectors and the coastal tourism sector.
- Identify geographic areas to be measured.
- Submit draft methodology to clients for review and approval.
- Obtain employment and payroll data to be used as inputs to the IMPLAN program.
  - Obtain employment and payroll information for industry-related NAICS codes.

- Data to be requested: 2004 annual data (ES-202 series) from the Division of Unemployment Assistance.
- Receive and enter employment and payroll data sets into the IMPLAN model. Run data tables.

**B. Written Report I - “Assessment of the Coastal and Marine Economies of Massachusetts”**

- Analyze input-output data tables for coastal economy and complete written report
- Analyze input-output data tables for marine economy and by sector and complete written report. Use graphics, as appropriate to illustrate conclusions and comparisons.
- Analyze additional key data tables to supplement sector analysis and assess economic implications and trends. Use graphics, as appropriate to illustrate conclusions.
- Draft Table of Contents:

Part I - Background and Summary of Findings

- Introduction
- Summary of Findings

Part II - **The** Massachusetts Coastal Economy

Part III – The Massachusetts Marine Economy

- Overview
- Commercial Seafood
- Marine Transportation
- Tourism and Recreation
- Marine Science, Technology and Education
- Marine-related Construction and Infrastructure

Part IV – Conclusion

Part V – Appendices

- Industry and Sector Definition by NAICS code
- Economic Impact Assessment Methodology
- Geography
- Data Sources

**C. Written Report II - “Next Steps for Further Study of the Coastal and Marine Economies of Massachusetts”**

Complete a written report, “Next Steps for Further Study of the Massachusetts Ocean and Coastal Economy.” The report will include the following components:

- Description of limitations of the methodology used in the analysis.
- Detailed description of economic sectors that may require further study and why.

- General description of suggested approaches, methodologies and/or supplemental studies to be used in future studies and related information sources.

**D. Tabular Report - Excel Spreadsheet Compilation of Economic Data Analyzed**

- We will compile all economic data analyzed into Excel spreadsheets coded with the appropriate geographic units relating to those data (e.g. statewide, county, town, or otherwise defined regions) at the highest level of detail possible.

**E. Submission of report deliverables -**

Written report deliverables I and II will be submitted electronically as Microsoft Word and PDF files, in addition to six (6) paper copies each.

The Tabular Report deliverable will be submitted electronically in Microsoft Excel format, in addition to six (6) paper copies.

**F. Presentation of Findings**

The research team will present and discuss key findings from the research.