



Request for Proposals

Uncovering climate action opportunities within Newfoundland and Labrador communities

RFP Release Date: January 11, 2022
Proposal Due Date: January 25, 2021

Objective:

The objective of this research is to compile a list of climate action priorities that communities, municipalities, and regions in Newfoundland and Labrador have from which *econext* can draw upon in the future to assist in project development and investment attraction.

Background:

Discourse around subjects such as climate change, adaptation, net zero, decarbonization, circular economy, etc. are accelerating and intensifying on a global scale.

These conversations are taking place in Canada as well and present opportunities for communities, municipalities, and regions to improve their relationship with the natural environment. Unfortunately, very little capacity exists within Newfoundland and Labrador at the community level to prioritize, organize, and ultimately action climate initiatives.

econext can play a supporting role in this regard and can collaborate with communities to advance projects and initiatives. Yet to provide this type of support, *econext* needs a baseline understanding of the climate change adaptation and mitigation priorities that communities have identified or prioritized. With this information in hand, *econext* can do its work to build partnerships, develop projects and initiatives, and attract investment for their advancement.

econext is seeking the assistance of a consultant to compile a list of climate action priorities that communities, municipalities, and regions in Newfoundland and Labrador have from which it can draw upon in the future to assist in project development and investment attraction.

Scope of Work

The project partners are open to proponent recommendations with respect to achieving the outlined objectives, but anticipate that the work would include the following activities:

1. *Stakeholder Interviews*

Using their own established contacts and network, the consultant will engage at the community, municipal, and regional levels to gain an understanding of existing (unfunded) climate action opportunities that have been identified and/or are being prioritized.

2. *Final Report*

Based on information gleaned from the stakeholder interviews, the consultant will compile a list of (unfunded) climate action priorities that communities, municipalities, and regions in Newfoundland and Labrador have identified or prioritized. The report will include the consultant's view on next steps towards advancing the identified priorities. The consultant will present the final report to *econext* in a PowerPoint format.

Budget and Timelines

The available budget for this scope of work is \$8,000 + HST. The payment schedule will be negotiated with the successful proponent.

It is anticipated the project will commence on February 1, 2022 and conclude March 9, 2022.

Evaluation Criteria

Submissions will be evaluated according to the following criteria:

- Understanding of the scope and objectives of the project: demonstrated comprehension of/adherence to the RFP
- Proposed approach/workplan and schedule
- Demonstrated knowledge of and experience helping develop climate action (adaptation and mitigation) projects
- Breadth and scale of network of contacts that can be leveraged to effectively and efficiently conduct scope of work
- Price - value of work proposed versus identified costs

Proposal Submissions

The contracting organization for this RFP is *econext*. A single electronic document is sufficient. The proposal should be no longer than three (3) pages, and be concisely worded with clearly described objectives, methods, timelines, and outcomes. The proposal must acknowledge and fully accept the terms and conditions as laid out in this RFP.

The proposal should feature all of the information required to satisfy an evaluation according to criteria listed above.

The electronic copy of submissions should be in DOC and/or PDF format, and sent to Sepehr Khosravi, *econext's* Climate Services Specialist, via email at sepehr.khosravi@climatlantic.ca no later than **January 25, 2022**. Questions from interested applicants can be directed to the same address

Terms and Conditions

- All proposals received will be considered strictly confidential;
- The lowest cost, or any proposal, will not necessarily be accepted;
- Proposed costs must be represented in Canadian dollars;
- No payment will be made for the preparation and submission of proposals for this project;

- No fee will be made on the cost of work incurred to remedy errors or omissions for which the consultant is responsible; and
- econext reserves the right to meet with all, or any, of the applicants during the proposal evaluation stage to clarify information in the submissions and seek additional detail which may be used in the evaluation.