



80 by 50: Transforming Waterloo Region

Request for Proposals

For Community Planning Consultants

This is a summary document. To request the full version of this RFP, please email Samantha Tremmel at samantha.tremmel@climateactionwr.ca

SUMMARY:

ClimateActionWR is seeking proposals for community planning and engagement consultant(s) to conceptualize and execute key aspects of Waterloo Region’s climate action planning, leading to the creation of a long-term (2020-2050) Climate Action Strategy and a more detailed action plan for the first 10 years.

The work is three-fold:

Phase 1) With the ClimateActionWR team, co-design and co-deliver a community engagement strategy;

Phase 2) With the ClimateActionWR team, co-create the technical pathway to lead us to a low-carbon future;

Phase 3) The ultimate deliverables:

1. The long-term 80 by 50 Climate Action Strategy for all of Waterloo Region (including the community and the 8 municipalities), and;
2. A short term Climate Action Plan for the first 10 years.

Bids are welcome for one, two, or all three aspects of the work. We are open to working with one firm on all aspects, or with two firms who bring their expertise together for this project. Demonstrated experience using backcasting as a method for long term community planning, particularly climate action planning, is required. Note that this work will build on existing GHG inventories, and the energy mapping, etc., of the Community Energy Investment Strategy.

Send proposals by email in one .pdf file to:	Samantha Tremmel samantha.tremmel@climateactionwr.ca
Send RFP content inquiries, using subject heading, ‘RFP Inquiry 80 by 50’, to:	Samantha Tremmel samantha.tremmel@climateactionwr.ca
Date issued:	May 24, 2019
Inquiries deadline:	June 3, 2019, 5:00 p.m
Response to inquiries:	June 5, 2019, 5:00 p.m
Submission deadline:	Midnight of June 14, 2019
In-person Interviews:	June 20th, 2019

Background

ClimateActionWR is a collaboration between municipalities, local organizations and community members focused on climate change mitigation, and is led by Reep Green Solutions and Sustainable Waterloo Region. An initial agreement in 2013 between ClimateActionWR, the Region of Waterloo and the Cities of Cambridge, Kitchener, and Waterloo led to the first Climate Action Plan for the region, which will end in 2020.

In February 2019, ClimateActionWR was awarded a Transition 2050 Partnership Grant from the Federation of Canadian Municipalities Climate Innovation Program to work with all eight area municipalities of Waterloo Region (the Region of Waterloo, City of Cambridge, City of Kitchener, City of Waterloo, Township of North Dumfries, Township of Wellesley, Township of Wilmot, Township of Woolwich) in the development of a 30-year Climate Action Strategy (2020 - 2050) for achieving the region's new greenhouse gas (GHG) reduction target of 80% below 2010 levels by 2050.

Our '80 by 50: Transforming Waterloo Region' initiative builds on the region's rich history of community planning and engagement for sustainability. There is increasing awareness among the region's citizens about the local risks and vulnerabilities that accompany climate change. A recent report prepared by the University of Waterloo Interdisciplinary Centre on Climate Change estimates that local annual mean temperatures will increase by about 2-3 degrees by 2050; within the same timeframe local extreme heat days will more than triple, and total annual precipitation will increase by approximately 4-6% by the 2020s.

Now more than ever, there is a palpable readiness in our community to join other communities in Canada tackling the challenge of transitioning to a low carbon future. We are seeking proposals from community planning and engagement consultants to help us reach the next level of GHG reductions in our community. Key tasks include working with the ClimateActionWR team to advise, co-create and co-facilitate a region-wide online and in-person multi-stakeholder community engagement process, that covers the distinct concerns of the urban and rural populations of our region. In addition, the successful Proponent(s) will lead the gathering of new and previously existing technical information, gather additional technical expertise from experts in transportation, residential, and workplace sectors, and interpret the stakeholder engagement results to create a long-term strategy and specific short-term plan to achieve an 80% reduction of GHGs by 2050.

80 by 50 Project Proposal Requirements

Please provide the following proposal elements to complete your submission:

- Name of Consultancy
- Name(s) of Proponent(s)
- Contact information (email and telephone)

- A summary of expertise in the following areas:
 - Waterloo Region climate action context,
 - Community climate action planning practice,
 - Long-term community planning practice (20+ years),
 - Community and stakeholder engagement practice,
 - Backcasting method of community consultation, and
 - Accessible report writing.

- A concise, substantive explanation of the proposed approaches and methods, including how these will fulfill the overarching objectives and required services (see full document), including the desired outcomes of these services. Below, we provide a list of the objectives and required services. *Please read the full sections for complete details.*
 - Overarching objectives:
 - Build community capacity, facilitate strategic stakeholder partnerships, leverage community momentum for transformation, generate a common vision
 - Required services:
 - With the ClimateActionWR team, co-design and co-deliver a detailed and actionable community engagement strategy that targets community members, municipal representatives, businesses, and local experts from each sector (workplaces, homes, transportation);
 - Conduct the relevant technical research and stakeholder engagement activities to create the technical pathway required to allow us to develop a long-term Climate Action Strategy, and a short-term (10-year) Climate Action Plan;
 - Produce a long-term (30-year) strategy and short-term (10-year) Climate Action Plan.

- Proposed budget, broken down by phase
- Proposed timeline
 - Please include a rationale for time allotted for specific phases and activities.
- References

Conclusion

Ultimately we're looking for support in engaging our community and the expertise within it, to map out the pathway to a thriving, low carbon future. Working within the deliverables of our funding, we look forward to hearing the best way to accomplish this. Tell us what we don't know.
