

Request for Qualifications (RFQ) – Resilient Butte Project

Summary: The Resilient Butte Partnership is a project of the National Center for Appropriate Technology (NCAT), Montana Technological University and the consolidated city-county government of Butte-Silver Bow, Montana. The Partnership requests qualified consultants (independent contractors) or potential job applicants to submit a Statement of Qualifications (SOQ), including a resume and cover letter, indicating interest in developing a climate solutions plan for Butte-Silver Bow. Responses to this RFQ will determine whether the partners choose to issue a formal Request for Proposal (RFP) for an independent contractor or, instead, to fill a staff position housed at the National Center for Appropriate Technology in Butte. The duties, deliverables, and scope of work will differ depending on which option is selected. The purpose of this RFQ is to provide the opportunity for both independent consultants and job seekers to apply and for the partnership to determine the best fit for this role based on qualifications.

Background: The [Partnership was formed](#) in February 2022, to launch the Resilient Butte project to develop a local climate solutions plan that prepares the community for climate-related disruptions, safeguards public health, and pursues opportunities in the emerging green energy economy. In July 2022, the partners [invited applicants to serve on a project steering committee](#), which is charged with developing the climate solutions plan. The plan will be known as the Butte Sustainability, Health, and Resilience Plan (SHARP) and will be incorporated into the county's Growth Policy and zoning regulations. Twenty-five community members submitted applications, and in August of 2022, the three partners selected 10 volunteer members for the steering committee. Other applicants as well as other interested community members are encouraged to participate in two working groups that will focus on specific climate adaptation or energy solutions.

The Independent Contractor Option: Qualified individuals, businesses or nonprofit organizations who respond to this RFQ as interested consultants/contractors may be invited to respond to an RFP with the clearly defined deliverable of writing and producing the Butte SHARP plan with substantial input from the Resilient Butte Steering Committee, associated working groups, and other community members. Preference will be given to individuals, businesses, and organizations located in southwest Montana.

The Employee Option: Qualified job seekers interested in a full-time, full-benefit position at the National Center for Appropriate Technology would have a broader scope of duties and will work under the direction of NCAT managers in coordination with the other project partners and the Resilient Butte Steering Committee. This position will be based at NCAT's headquarters in Butte with occasional remote work allowed. In addition to producing the plan, this position would be responsible for:

- Overall coordination of the project, steering committee, project partners and working groups
- Public outreach and engagement
- Support for project fundraising and grant writing, including implementation of the final plan
- Project-related research;
- Collaboration with other Montana communities and stakeholders working on climate solutions
- Possible supervision of AmeriCorps member(s) or interns

Interested parties should submit responses to this notice by November 8, 2022, indicating interest as an independent contractor or potential employee. It is not necessary to provide a price quote or salary requirements during this initial screening stage. Please submit a cover letter and resume or any queries to:

Steve Thompson, Executive Director
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