

Request for Proposals: Seeking Contractor to Support Resilient Butte Project and Develop Community Climate Solutions Plan

The National Center for Appropriate Technology, on behalf of the Resilient Butte Steering Committee and in partnership with the City and County of Butte-Silver Bow and Montana Technological University, is seeking a contractor to develop a community climate solutions plan for Butte-Silver Bow in coordination with the steering committee.

Summary: The Resilient Butte Partnership is a community project initiated by the National Center for Appropriate Technology (NCAT), Montana Technological University and the consolidated city-county government of Butte-Silver Bow, Montana. The partnership formed in 2022 and convened a 10-person steering committee to develop the Butte Sustainability, Health, and Resilience Plan (SHARP). The Plan will guide development of a local climate solutions plan that anticipates and prepares the community for climate-related disruptions, safeguards public health, and guides pursuit of economic opportunities in the emerging green energy economy. Project partners anticipate the Plan will be incorporated into the county's Comprehensive Plan and inform zoning regulations.

Request for Proposals: The partners and steering committee seek an independent contractor to develop, write and produce the Butte Sustainability, Health, and Resilience Plan, a community climate resilience and solutions plan under the direction of the Resilient Butte steering committee and project partners. Proposals must be submitted by January 20, 2023.

Responsibilities and deliverables include:

- Write and produce a community climate resilience plan that identifies and prepares the community for climate-related disruptions, safeguards public health, and identifies funding resources and economic opportunities in the emerging green energy economy.
- Participate in steering committee meetings and coordinate with the committee chair to develop meeting agendas. Support the steering committee in a process to develop strategies and priorities to be included in the plan.
- Coordinate at least two public engagement sessions with the purpose of
 - Soliciting and incorporating public ideas and input
 - Identifying implementation strategies
 - Presenting the final plan
- Develop and implement a community survey identifying community priorities and implementation preferences.
- Conduct research and consult with other communities and external experts as necessary to inform plan and strategy development.
- Develop outreach materials, update and maintain the project website, prepare posts and manage social media, and develop educational activities and materials summarizing the final plan and implementation strategies.
- Present updates, report and recommendations to the Butte Silver Bow Council of Commissioners, governmental entities, community partners, and the public in coordination with the steering committee.

Proposals should include:

- A brief cover letter that summarizes respondent's qualifications, project approach and financial bid
- A project narrative that
 - Describes respondent's qualifications, experience, and general familiarity with climate adaptation, mitigation and resilience strategies;
 - Addresses the listed responsibilities and deliverables;
 - Proposes a draft timeline for tasks and deliverables.
- A financial bid that includes
 - Proposed terms, conditions, and payment schedule;
 - Provide a budget table and narrative including a not-to-exceed total cost estimate;
 - List potential in-kind support or possible rate reduction in support of this community effort.

Additional information:

- **Proposals must be submitted by January 20, 2023** by email to Steve Thompson, stevet@ncat.org.
- Project funding continues to be secured, with \$50,000 currently committed and additional funds likely. Proposals should include two or more budget scenarios; one based on funds currently committed and another based on the respondent's estimated funding need. The final budget and project deliverables will be subject to negotiation.
- The preferred project timeline for completion is June 2024.
- Preference will be given to contractors located in southwestern Montana or regularly available to meet in person with community stakeholders, steering committee, and project partners.
- NCAT will administer this contract in coordination with the Resilient Butte steering committee.
- The SHARP plan will build upon recommendations developed during a two-day climate adaptation workshop led by EcoAdapt in June 2022, available at <http://ecoadapt.org/workshops/bsb-june2022-workshop>.
- The plan should be consistent with and support the city-county Comprehensive Plan and further refine approaches to achieve goals listed in the Comprehensive Plan.
- Contractor responsibilities are focused primarily on developing a broad community climate solutions plan that includes strategies and identifies potential resources for implementation by community partners.
- NCAT will likely have a summer intern or AmeriCorps member devoted to this project in support of the Steering Committee and project planner.

About the National Center for Appropriate Technology (NCAT)

The National Center for Appropriate Technology has been helping people build resilient communities through local and sustainable solutions that reduce poverty, strengthen self-reliance, and protect natural resources since 1976. Headquartered in Butte, Montana, NCAT has field offices in Arkansas, California, Colorado, Idaho, Kentucky, Mississippi, Montana, New Hampshire, New Jersey, Pennsylvania, and Texas. Learn more and become a friend of NCAT at NCAT.ORG.