

TOWN OF SUDBURY
REQUEST FOR PROPOSALS
FOR CONSULTANT SERVICES TO PROVIDE A CLIMATE VULNERABILITY RISK ASSESSMENT

Sealed proposals will be received at the Facilities Department, 275 Old Lancaster Road, Sudbury Massachusetts 01776 until **12:00 PM on Wednesday, September 18, 2024**, for providing the following services to the Town of Sudbury:

The undersigned hereby proposed to provide all labor, materials, and equipment necessary to provide a Community-wide Climate Vulnerability Risk Assessment. The Consultant will work with Town staff and relevant stakeholders to conduct a quantitative all-hazards vulnerability and risk assessment to geospatially identify populations and assets that are vulnerable to various natural threats including but not limited to inland flooding, extreme precipitation, extreme heat, severe winter storms, drought, and heavy wind events. The all-hazards vulnerability and risk assessment will be used to guide the Town's actions as it continues to prepare for and mitigate climate change impacts by assisting in developing budget priorities and strategic initiatives.

The Request for Proposal may be obtained beginning after 10:00 AM on Thursday, August 22, 2024 via email request to Facilities@sudbury.ma.us or at the Office of the Combined Director of Facilities, 275 Old Lancaster Road, Sudbury, MA. The Town of Sudbury reserves the right to reject any or all proposals, waive any minor informalities in the proposal process, and accept the proposal deemed to be in the best interest of the Town. There must be no mention of the applicant's fee in the proposal. Any mention of the fee will subject the proposal to rejection.

Questions concerning the Request for Proposals must be submitted in writing by 12:00 PM on **Wednesday, September 11, 2024** to the Sustainability Coordinator at the address above or by email to Facilities@sudbury.ma.us. Answers to received questions will be emailed to all RFP requestors an Addendum.

Two (2) separate sealed envelopes, a sealed envelope containing one (1) original copy and one (1) electric copy of the non-price proposal marked “Non-Price Proposal – Consultant Services for a Climate Vulnerability Risk Assessment – Submitted by: (insert name of Proposer)”, and a sealed envelope containing (1) original copy and one (1) electric copy of the price proposal form marked “Price-Proposal – Consulting Services – for a Climate Vulnerability Risk Assessment – Submitted by: (insert name of Proposer)”, must be received by Sandra R. Duran, Combined Facility Director, Town of Sudbury, Facilities Department, 275 Old Lancaster Road, Sudbury, prior to **12:00 PM on Wednesday, September 18, 2024. Failure to submit the electronic copy of the non-price proposal will automatically result in rejection.** Any proposals received after such time will not be accepted, unless the date and time has been changed by addendum. Delivery to any other office or department does not constitute compliance with this paragraph, unless the proposals are received by the Sustainability Coordinator by the established deadline.

Andrew J. Sheehan, Town Manager