



ECONOMIC DEVELOPMENT



REQUEST FOR PRELIMINARY QUOTE AND EXPRESSION OF INTEREST

Completion of a Review and Feasibility Study of the Sustainable Peterborough Plan

February 12, 2018

PURPOSE:

Peterborough & the Kawarthas Economic Development (PKED) and Sustainable Peterborough (SP) are partnering to complete an application for funding under the Ontario Trillium Fund. As part of this application, we are seeking to understand the costs involved to engage the services of a professional consultant/consulting firm to conduct a review and feasibility study of the Sustainable Peterborough (SP) Plan.

The goal of the feasibility study would be to evaluate the strengths and weaknesses of the current Sustainable Peterborough Plan in governance/direction/priorities. Ultimately, this project would provide a framework and recommendations on how to move SP forward.

1. BACKGROUND

Sustainable Peterborough

Sustainable Peterborough is a community based, regional collaborative working to integrate the sustainability framework identified in the Community Sustainability Plan through the Greater Peterborough Area. The SP Plan defines what a Sustainable Peterborough will look like for the next generation, and sets goals, directions and actions for balancing the environmental, socio-cultural, and economic pillars of sustainability.

The SP Plan was developed over the period of September 2010 to April 2012 following extensive consultation with residents and stakeholders within the region.

(<https://sustainablepeterborough.ca/community-plan/sp-community-plan/>)

Peterborough & the Kawarthas Economic Development

PKED is the lead regional economic development agency for the City and County of Peterborough. Working collaboratively with local stakeholders, the organization attract, retains and supports businesses, investors, entrepreneurs, and visitors in order to nurture growth opportunities and foster the continued development of a vibrant, prosperous community with quality and sustainable jobs throughout the region.

2. PROJECT DELIVERABLES

Key components of the Feasibility Study would include but not be limited to:

- SWOT Analysis and Review of progress to date
- Stakeholder interviews/survey/engagement
- Recommendations for future operating/governance structure and priorities
- Focus areas to move the SP plan into the next generation.
- Presentation to Sustainable Peterborough Coordinating Committee
- Presentations to City and County Council (if necessary)

3. SCHEDULE OF WORK

If PKED and Sustainable Peterborough are successful in their funding application, it is anticipated that an official RFQ process would be launched in late spring 2018 with completion of the engagement by September 2018.

4. SUBMISSION DEADLINE

Electronic copies of the document should be delivered to Barbara van Vierzen, Director of Operations at bvanvierzen@peterboroughed.ca

Delivery of submissions to the proper location and prior to the submission deadline is the responsibility of the Bidder. Peterborough & the Kawarthas Economic Development will not be responsible for any submission that is lost or delayed due to method of delivery. Submissions received after closing time and date will not be accepted.

All submissions must be received by 4:30 pm on Monday, February 19, 2018

Faxed Submissions will not be accepted.

All questions regarding the RFQ should be directed to **Barbara van Vierzen, 705-743-0777, ext. 2162**