



## REQUEST FOR QUOTATIONS (RFQ)

**Title: Waste Sector Methane Abatement Consultant**

### SUMMARY OF PROCUREMENT

RMI's Climate Intelligence Program (CIP) is seeking a Waste Sector (solid waste and wastewater) Methane Abatement Consultant to develop a detailed whole systems methane emissions abatement strategy, prioritize emissions reduction measures for short/mid/long-term action, advise on program build out to support such strategies, work with RMI staff to execute the strategy, collaborate with existing partners, and identify new partners.

### About RMI

RMI decarbonizes energy systems through rapid, market-based change in the world's most critical geographies to align with a 1.5°C future and address the climate crisis. We work with businesses, policymakers, communities, and other organizations to identify and scale energy system interventions that will cut greenhouse gas emissions at least 50% by 2030.

For nearly 40 years, RMI has utilized our unique techno-economic expertise and whole-systems thinking to both publish groundbreaking research and analysis. We bring together collaborations of rare reach, range, and expertise—creating unconventional partnerships and mobilizing action to drive change on the massive scale needed to combat the climate crisis.

### About RMI's Climate Intelligence Program

The Climate Intelligence Program focuses on making emissions visible and translating data into actionable insights and tools for public and private decisionmakers who are best positioned to reduce emissions. We collaborate with a global network of NGOs, academics, policymakers, financial institutions, and businesses to enable emissions reductions in some of the highest emitting industrial sectors. Our work focuses not only on quantifying the risks of climate inaction but also on identifying emerging opportunities to meet 1.5°C climate targets. Our efforts cut across a variety of fields including oil & gas, waste, and industrial supply chains.

### SCOPE OF WORK AND OUTPUT/DELIVERABLES

- Lead on the development of a comprehensive strategy (near-term and long-term opportunities and actions) to maximize methane abatement in the waste sector (solid waste and wastewater) in the US and globally



- Work with RMI staff and partners to fine tune, finalize, and develop a plan to execute the strategy
- Develop strategies for both private and municipal waste operators worldwide using financial tools, market-based mechanisms, regulations, soft infrastructure, and other opportunities to accelerate waste decarbonization
- Provide mentorship and technical guidance (e.g., marginal abatement cost curve and other techno-economic models) to junior colleagues to create actionable insight
- Synthesize technical findings and insights into clear and compelling presentations, whitepapers, journal articles, and/or reports
- Liaise and represent RMI’s interests with waste management experts via meetings, media requests, conferences, discuss our work with donors, and support RMI research collaborations etc.
- Support senior leadership to develop grant proposals, project budgets, and other fundraising needs
- Leverage professional experience and contacts to foster a network of critical stakeholders in waste sector

**Duration**

This is a flexible term contract intended to last approximately 6 months with an option to extend contingent on project funding. Ideal start date is by February 1, 2022.

**GUIDELINES FOR QUOTATION SUBMISSION**

**Requirements**

<i>For RMI Procurement Lead to fill in:</i>				<i>For Tenderer to fill in:</i>		
<i>Line-item no.</i>	<i>Description of Goods / Services</i>	<i>Unit</i>	<i>Quantity required</i>	<i>Unit Price</i>	<i>Total Price</i>	<i>Estimated delivery date</i>
1	Provide expert strategy development, planning, and advice on waste sector decarbonization strategies and lead workstream to	Months	Estimated 6+	\$	\$	



	implement and deliver on workstream					
					<b>Subtotal</b>	\$
					<b>Sales tax (if applicable)</b>	\$
					<b>Delivery charge (if applicable)</b>	\$
					<b>Other charges (if applicable)</b>	\$
					<b>TOTAL</b>	\$

Each tenderer must fill in the grayed sections in the table above.

The selected tenderer will also be able to demonstrate capacity in similar work or delivery of goods, particularly:

- 10+ years of experience in the waste sector (solid waste or wastewater) e.g., landfills, wastewater, organics processing facilities, technology providers, regulatory agencies, etc.
- Deep expertise and understanding of waste management practices, challenges, and key opportunities for methane mitigation
- Prior experience in management and/or strategy consulting and proven track record at senior levels in one or more of RMI program areas
- Experience working among external partners with varying perspectives and facilitating challenging conversations
- Excellent verbal and written communication skills
- Strong critical thinking and thought leadership skills
- Engaged in industry news and latest developments regarding methane in the waste sector
- Deep commitment to eliminating methane and other emissions from the waste sector
- Fluency in English

### Quotation Content

Tenderers should submit:

- A statement of interest that includes a description of how the above Requirements are met
- Tenderer’s official name, address, and contact information
- A CV or resume
- Examples of similar work in the waste sector including information for professional references

Quotations, including all supporting documents, should be written in English and financial information should be provided in USD. Supporting documents may be in another language, provided they are accompanied by an accurate translation of the relevant passages in English.



RMI is aware that information contained in a quotation may indicate a tenderer's current operations and may be confidential. Therefore, RMI requests that any confidential information in a quotation be clearly identified as such and RMI will treat it as confidential.

All materials submitted with a quotation become property of RMI. RMI will have the right to use all ideas or adaptations of the ideas contained in the quotations received subject to clearly identified confidential or proprietary limitations. Disqualification of any quotation does not restrict or eliminate this right.

### **RFQ Process & Timeline**

<b>Stage of Procurement</b>	<b>Date</b>
RFQ released	December 22, 2021
Deadline for questions	January 21, 2022
Questions answered by RMI	January 26, 2022
Quotation submission deadline	February 1, 2022
Interviews with selected tenderers (if applicable)	On a rolling basis to conclude before February 28, 2022
Final tenderer selection	Before March 7, 2022

All questions about this RFQ must be received via electronic mail to the contacts below. Answers to the questions will be shared with all parties who have asked questions or otherwise expressed interest.

All questions must be sent via electronic mail to both contacts listed below by January 26, 2022.

All quotations must be sent via electronic mail to both contacts listed below by February 1, 2022.

TJ Conway  
Principal, Climate Intelligence Program  
tconway@rmi.org

cc: Debbie Gordon  
Sr. Principal, Climate Intelligence Program  
dgordon@rmi.org

When sending questions or submitting a quotation please use this electronic mail subject: Waste Sector Consultant questions | or | Waste Sector Consultant submission

Please note that it is the tenderer's responsibility to ensure that the quotation and all other required documents are received by the closing date at the email address specified above. Quotations received after the time and date specified will not be reviewed or considered. Failure to provide any information requested in this RFQ may result in rejection for non-responsiveness.



## EVALUATION AND SELECTION

### Evaluation Criteria

The following elements will be the primary considerations in evaluating quotations submitted in response to this RFQ.

Formal criteria:

- Experience and publications with similar projects
- The extent to which the quotation fulfills RMI's stated requirements as set out in the RFQ
- Completion of all requirements

Financial quotation criteria:

- Terms of payment and proposed fees in respect to the subject matter

The tenderer offering the best overall value will be selected.

### Selection Process

No quotation development costs shall be charged to RMI. All expenses are to be borne by the tenderers. RMI may award to the tenderer offering best value without discussions. However, RMI reserves the right to seek tenderer clarifications and to negotiate with those tenderers deemed to be within a competitive range.

RMI may, at its discretion and without explanation to the prospective tenderers, choose to discontinue this RFQ without obligation to such prospective tenderers or make multiple awards under this RFQ. Procurement contracts will not be awarded to tenderers debarred by the U.S. government or named on restricted parties lists. Any quotation may be rejected in whole or in part for good cause when in the best interests of RMI.

A quotation will be selected based on the evaluation of the RFQ response, the interview results, any necessary vetting and due diligence, and the satisfactory outcome of financial negotiations. After the selected tenderer and RMI have entered into a contract for goods/services, RMI will notify the unsuccessful tenderers.

Any Tenderer who wishes to ascertain the grounds on which its quotation was not selected, should request explanation. The RMI procurement contact shall promptly provide in writing an explanation of why such quotation was not selected. Please note, if a tenderer requests a debriefing meeting, the Tenderer shall bear all their costs of attending such a debriefing meeting and the hourly rates of the RMI staff required for the meeting if significant expenses are incurred by RMI.