

San Luis Obispo County – Climate Resilience Consultant Scope of Work

The COVID-19 pandemic and the effects of climate change are exacerbating longstanding health inequities in under-resourced communities of San Luis Obispo (SLO) County. The effects of climate change, such as extreme heat, drought, wildfire, and flooding, leave vulnerable communities at greater risk of poor health outcomes. Reducing risks of climate change requires increasing the resilience of communities and people to withstand, recover from and adapt to climate related disruptions.

The County of SLO Public Health Department seeks a consultant to conduct a Climate Change Needs Assessment and to make recommendations for strategic priorities to build climate resilience and to mitigate inequitable health outcomes impacting climate vulnerable communities. The consultant will engage community stakeholders and partner agencies to identify climate vulnerable communities, assess adaptive capacity, and identify adaptation strategies, measures, and prioritized action.

Terms of Contract: October 1, 2023 – June 30, 2024, for up to \$100,000, with the possibility for a contract extension pending funding availability.

The Climate Resilience Consultant will perform the following:

1. Conduct an analysis of current and future climate risks for specific groups within SLO County most vulnerable to climate impacts. Examine the health, economic, and social implications of climate change on these groups as well as community assets that can support resilience.
2. Document regional climate initiatives and the community stakeholders and agencies involved, and those that should be engaged in these efforts. Recommend a partnership structure to enhance effectiveness in responding to highest priority climate risks in the area.
3. Identify existing SLO Public Health Department programs or initiatives that are already engaged in efforts aligned with climate resilience strategies and priorities.
4. Research the climate resilience initiatives of comparable local health departments and highlight best practices. Describe how initiatives benefit climate vulnerable communities.
5. Facilitate discussions and interviews with local stakeholders, climate vulnerable community members, and community-based organizations. Develop strategies that improve health and resilience to climate challenges. Gather input from the community to identify effective approaches to build resilience for those who are most susceptible to

poor health outcomes caused by climate change. Prepare a report with recommended strategic priorities and next steps. This may include program sustainability options, building regional partnerships, and suggestions for further assessment, evaluation, and feasibility studies, etc.

6. Identify segments of the community that could benefit from the County of San Luis Obispo Public Health Department COVID-19 recovery resources.

PROPOSAL FORMAT:

Proposals should include:

- A. **Project Title – Climate Resilience Consultant**
- B. **Firm name and authorized representative** - The name, address, telephone number, and email address of the person authorized to represent the organization, with respect to all notices, negotiations, discussions, and other communications relating to this proposal.
- C. **Staffing** - Name the project manager that would oversee the pilot, the experience and qualifications of such manager and any other key persons. Resumes should be included for all key individuals.
- D. **Qualifications** – Using examples, please describe the firm’s demonstrated expertise in climate change and action and demonstrated experience conducting community needs assessments and collaborating with San Luis Obispo County agencies, community-based organizations, and under-resourced communities at greatest risk of poor health outcomes due to climate change.
- E. **Work Plan:** Please outline clearly and concisely the plan for accomplishing the scope of work. The plan should adhere to the expected 9-month contract term, clearly describe key activities and goals, meaningful benchmarks, specific steps to achieve desired outcomes, and a realistic timeline. Also, include what information and participation you will require from County staff.
- F. **Proposed budget up to a maximum of \$100,000:** Include a breakdown in total costs, including personnel fees based on an hourly rate. Allowable costs generally include personnel costs, subcontractors, office space, supplies, space rental, printing, mileage, insurance, phone, and indirect costs. Unallowable expenses include incentives, food, childcare, lobbying and advocacy.

SCHEDULE AND SUBMITTAL:

Proposals must be submitted via e-mail to Joyce Tseng at jtseng@co.slo.ca.us in an Adobe PDF format no later than 5:00pm on August 25th, 2023.

Tentative Schedule	Date
Release Date	August 1, 2023
Deadline for Final Questions	August 24, 2023
Submission Deadline	August 25, 2023
Evaluation of Proposals	August 28 – 30, 2023
Contract Negotiations	August 31 – September 29, 2023
Contract Starts	October 1, 2023