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# MEMO

**To:** Mayor and City Council  
**From:** Deb Schildroth, Assistant City Manager  
**Date:** April 9, 2021  
**Subject:** Selection Status of Climate Action Plan Consultant

City staff is planning to have the contract for the development of the Climate Action Plan (CAP) on the agenda for the April 27, 2021 Council meeting.

The Request for Proposals (RFP) for the CAP development was released on January 4, 2021 with an anticipated award date of March 23, 2021. Seven proposals were received and an interdepartmental team reviewed the proposals and selected three firms to interview. Following the interviews and reference checks, City staff has been clarifying the scope of work, meeting touch-points with the CAP Steering Committee, and public engagement plans.

While the awarding of the contract has been delayed, it has been with the intentions of identifying the consultant that will best meet the scope of work expectations and deliver a Climate Action Plan that is tailored to the Ames community. As you know, this will be an 18-month process with robust community input expected. Developing a strong, productive working relationship between City staff and the consultant is a key component to a successful project and a comprehensive Climate Action Plan for our citizens.