



REQUEST FOR PROPOSAL

Facilitator Services for Public Input Sessions into the 2016 – 2020 City of Rossland Five Year Financial Plan

Council for the City of Rossland is seeking input into the proposed 2016 – 2020 Five Year Financial Plan.

The request is for proposals that outline a process to obtain public input, through focus groups sessions, or otherwise, to ensure that input is received from a cross section of Rossland Taxpayers. A qualified consultant, with experience and expertise, is required to coordinate and facilitate public input gathering to provide Council with input on the financial plan, decisions for which are complex, ambiguous and uncertain.

There is a short time frame within which to gather this public input. Council is seeking expressions of interest from qualified consultants, which includes their proposed plan to gather and quantify this public input. Consultants should be aware that they will need to be available immediately upon award of contract.

The expression of interest should only include a cover letter explaining why the consultant is well suited to take on the work, examples of their relevant experience, and an outline of the proposed plan to gather the public input desired. The proposal will be a part of a larger public engagement strategy. The entire budget for this public input exercise cannot exceed \$10,000.

Should you be interested in participating in the proposal call, please respond by March 3, 2016, by contacting the Consulting Chief Financial Officer at cfo@rossland.ca