



REQUEST FOR PROPOSAL (RfP)
Sustainable Public Transport Funding

C40 Cities Climate Leadership Group, Inc.
120 Park Avenue, 23rd Floor
New York, NY 10017
United States of America

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1. C40 Cities Climate Leadership Group Inc. (“C40”)



About C40

C40 is a network of nearly 100 mayors of the world’s leading cities, who are working to deliver the urgent action needed right now to confront the climate crisis, and create a future where everyone, everywhere can thrive. Mayors of C40 cities are committed to using a science-based and people-focused approach to help the world limit global heating to 1.5°C and build healthy, equitable and resilient communities. Through a Global Green New Deal, mayors are working alongside a broad coalition of representatives from labour, business, the youth climate movement and civil society to go further and faster than ever before.

C40’s team of 200+ staff is headquartered in London, with offices in New York, Joburg, Singapore, Delhi, Rio de Janeiro, Copenhagen, Beijing and Paris, and individual staff based across 25+ different locations, with the Office of the Chair based in London.

The strategic direction of the organisation is determined by an elected Steering Committee of C40 mayors which is chaired by the Mayor of London, Sadiq Khan. Three term Mayor of New York City Michael R. Bloomberg serves as President of the C40 Board of Directors, which is responsible for operational oversight. A nine-person management team, led by Executive Director, Mark Watts, leads the day-to-day management of C40. C40’s three core strategic funders are Bloomberg Philanthropies, the Children’s Investment Fund Foundation (CIFF) and Realdania.

To learn more about the work of C40 and our cities, please visit our [Website](#), or follow us on [Twitter](#), [Instagram](#), [Facebook](#) and [LinkedIn](#).

C40 Transport programmes

C40 supports cities to address the climate impacts of transport by

- a) avoiding the need for journeys through compact, connected planning
- b) shifting journeys to low carbon modes - walking, cycling and public transport
- c) improving the efficiency of public and private fleets by moving to zero emission vehicles
- d) making transport infrastructure resilient so it meets the needs of a changing climate

C40 Campaigns

The Campaigns team at C40 Cities work to increase the power of mayors to deliver and influence climate action through building powerful campaigns, alliances, and shifting public opinion. This features a global to local approach, where we offer blueprint cities dedicated local support to win

locally, secure political commitments at the national/ regional level and to then showcase globally to inspire further action.



2. Summary, Purpose and Background of the Project

C40 is seeking consultancy services to produce research and analysis papers that will inform C40 campaigning and, specifically, support advocacy and engagement activities for The Future Is Public Transport campaign.

The services will be divided into two lots of work

Lot 1

The consultant will be responsible for undertaking a literature review of evidence from across multiple global regions on the role of improved urban public transport on economic development and recovery. The review will explore city best practice for maximising economic benefits and provide comparisons with similar investments in highways.

Lot 2

The consultant will be responsible for conducting research and analysis to unpack the question of how sufficient, resilient, long term funding for public transport can be achieved in cities around the world. The consultant will provide a review into funding mechanisms for public transport and outline key complexities and talking points, providing recommendations for future geographic and sectoral focuses for C40 campaigning.

Background - The Future Is Public Transport campaign

In 2021 C40 Cities, with the International Transport Workers Federation (ITF), launched The Future Is Public Transport, a campaign to support the improvement, expansion and electrification of public transport.

The continued viability and growth of urban public transport systems was identified as a key priority by the C40 Global Mayors COVID-19 Recovery Task Force.. The campaign was designed with ITF to demonstrate support for public transport as an essential service that underpins climate action and creates jobs and to assist mayors in securing additional support for mass transit and sustainable transport from targeted national and regional governments.

In 2021 the campaign saw two pivotal phases, the first one focused on influencing stimulus decisions in target geographies, the second focused on setting a global vision on the future of urban public transport ahead of COP26, as a framework for local policy and action.

Phase one of the campaign had a heavy focus on influencing COVID-19 stimulus decisions to protect mass transit from the effects of reduced ridership and city budget cuts, targeting specific geographies including the US, South Africa and Italy. Transport workers, unions and mayors from leading global cities joined forces to demand that governments make an urgent injection of funding into public transport services and infrastructure to drive economic stimulus. Research published showed that public transport stimulus funds could protect and expand jobs in cities, as well as being vital for a green and just recovery from COVID-19. The research highlighted public transport's role as a vital lifeline for key workers during the pandemic, proving that proper investment in public transport could create 4.6 million additional jobs in the next decade and cut emissions from the transport sector by more than 50% across C40 cities.



Phase 2 of the campaign has been more future-looking, setting a global vision to improve, expand and electrify urban mass transit in the next decade. Fifteen mayors from all continents (Auckland, Austin, Barcelona, Bogotá, Istanbul, Lagos, London, Jakarta, Milan, Rio, San Francisco, Seoul, Stockholm, Tel Aviv, Vancouver) co-created a global coalition statement ahead of COP26 with unions and civil society organisations (CSOs). The statement called on national governments to collectively double public transport journeys in cities by 2030 and advance a just transition to zero-emissions public transport. The Governor of Jakarta became the leading voice of the coalition.

Modelling in 5 C40 cities showed that investing in public transport at the level needed to limit global warming to 1.5°C could create over 650,000 jobs within those cities and another 650,000 directly related jobs globally. Opinion polling in 5 cities showed high levels of support for public transport amongst residents, with more than three in four people supporting prioritising public transport investment in COVID-19 recovery packages.

In 2021 the campaign saw widespread media coverage, including articles in Reuters, The New York Times, London Evening Standard, EFE, Bloomberg, Fast Company, SA 24 News and others, covering the need for recovery funding to protect and expand public transport and showcasing climate actions by cities and partners.

So far, the campaign has been backed by strategic partners such as the International Association of Public Transport (UITP), who represent 1800 transport operators and companies, as well as the International Trade Union Confederation (ITUC), Public Services International (PSI), Greenpeace, United Cities and Local Governments (UCLG), WIEGO: Women In Informal Employment, 350.org and the Institute for Transportation and Development Policy (ITDP).

Background - resilient funding for public transport

The COVID-19 crisis brought an unprecedented shift in public transport usage in many cities across the globe. Reductions in ridership, coupled with lower economic activity and steep cuts to city budgets, threatened the viability of public transport

systems worldwide. Many governments responded with rescue packages to protect public transport and the millions of people who work in the sector. The global pandemic highlighted the vulnerability of public transport.



Public transport is vital for a green and just economic recovery and to keep cities moving. Without public transport, it simply won't be possible for countries to deliver on the urgent goal to halve emissions this decade and limit the global temperature rise to 1.5°C.

Sufficient, resilient, long term funding for public transport has been identified as a key issue on which cities require support and it is more important than ever to make the full case for investing in public transport amongst a multitude of other competing priorities.

3. Proposal Guidelines

Submissions can be made for either Lot 1, Lot 2 or both Lots. Submissions must specify which Lot they are bidding for

Requirements of work

Lot 1:

Literature Review on economic benefits of public transport investment

- Collate, present and discuss evidence on the impact of urban public transport investment on economic recovery and development, highlighting where available particular benefits accruing specifically to cities as well as to national economies
- Collate and present evidence on best practice for cities in ensuring that economic and social benefits from investment in public transport are maximised or optimised from a climate, health, equity perspective (eg provision of bus priority infrastructure, ensuring infrastructure is protected against and resilient to climate risks etc)
- Present evidence on the relative benefits of investment in public transport compared to investment in highway expansion

Outputs should be presented in a way that is simple to communicate for a non-technical audience, provide data and stories that can easily be used for infographics and include case study examples.

Lot 2:

Recommendations for focus of C40 campaigning on public transport funding

- Review of the different ways that public transport is typically funded or supported, including co-funding for operations and capital investment and



exploration of differences between global north and global south cities, paying regard to GHS accelerator¹ and Campaign signatory² cities.

- Exploration of the potential role of donor countries development banks, and national governments in providing funding to support global south cities in the operation, improvement and expansion of public transport systems including:
 - potential mechanisms for subsidies that enable transport systems to maintain or improve quality of service, accessibility, affordability, etc.
 - Enabling the use of road pricing or similar methods to generate revenue from car usage
 - How to ensure principles of just transition and fair pay and conditions for transport workers are maintained as part of this investment
- Discussion of the broader benefits of investment in public transport and where the benefits accrue across different actors (eg which entities gain from increased economic activity and lower health costs from greater public transport investment)
- Interim output outlining the complexities in the question of who should fund public transport and how, and provision of talking points for C40 to use at the U20 summit
- A full review outlining the complexities in the question of who should fund public transport and how, and recommendations of where (geographically and sectorally) to focus C40 campaigning in 2023 and beyond

Both Lots

All documentation should be provided in an editable and portable document format, compatible with computer software used by C40 and C40 cities. Editing, formatting and presentation of electronic files should be of a consistent, professional and publishable standard. All documentation to be shared with cities or other external partners should only feature C40's name and logo; successful bidders may not use their own name(s) or logo(s) except with prior written permission by C40. All project deliverables, reports and documentation, content and intellectual property will be owned by C40.

Output purpose

The results will be published by C40 and used as a reference point for The Future Is Public Transport campaign activities. Key findings and case studies will be used in C40 communications, and communications for The Future Is Public Transport with C40's campaign partners, the ITF. This may include (but not limited to):

- C40 creating infographics to share on social media
- Publication of key findings on the campaign's, C40's and/or ITF's websites

¹ Paris, London, Los Angeles, Copenhagen, Amsterdam, Auckland, Austin, Barcelona, Berlin, Bogota, Cape Town, Heidelberg, Jakarta, Madrid, Medellin, Mexico City, Milan, Moscow, Oslo, Quito, Rio de Janeiro, Rome, Rotterdam, Santiago, Seattle, Seoul, Tokyo, Vancouver, Warsaw, Birmingham, Honolulu, Liverpool, Oxford, Greater Manchester, Santa Monica and West Hollywood are the GHS accelerator signatories

² London, Jakarta, Austin, Auckland, Barcelona, Bogota, Istanbul, Lagos, Milan, Rio, Seoul, San Francisco, Stockholm, Tel Aviv and Vancouver are signatories to the Campaign

- C40 staff, mayors, city officials, or other partners connected to the campaign referring to findings in speeches or articles

The results will be used to inform future C40 strategy and work for the Future is Public Transport Campaign.



Input

This project was initially scoped by C40 and ITF staff members in a workshop. The report from the workshop will be made available to the consultant.

Regular meetings with C40 staff will be required through the course of the project.

Requirements of proposal

This Request for Proposal represents the requirements for an open and competitive process. Proposals will be accepted until 5PM EST on July 15, 2022. Any proposals received after this date and time will not be accepted. All proposals should include clear timetables, how you will work with C40, clear costs and detail on experience in this area.

The proposal should give C40 evaluators all the information they need to assess your bid. Please clearly indicate where applicable:

- How your proposal is responsive to the Evaluation Criteria;
- The assumptions you are making about the project;
- Risks you have identified and appropriate mitigation measures;
- Information about your fee;
- Proposed timeline of implementation;
- Any additional support that you need to make the project a success, including any inputs you will need from third parties or C40 staff;
- Proposed working partnership with C40, including (as applicable) project governance and management, key personnel, key roles and responsibilities, and escalation procedure for issues.

You must include adequate information about how your costs were calculated to enable evaluation of cost reasonableness.

Potential Suppliers should also provide the following items as part of their proposal for consideration:

- A description of your understanding of the project,
- A proposed methodological approach to the research questions, including an approach to quickly and independently gathering the necessary data from specified sources
- Examples of any similar projects you have completed, with an emphasis on experience working with Global South and Global North countries
- CVs for at least two key staff members
 - Any additional deliverables and/ or information relevant to this tender

We anticipate that there will be an iterative and collaborative process to develop a full scope before final content is agreed.



The proposal should clearly indicate the required input from C40 staff (city contacts, content and data) and any required background work or set up. Contract terms and conditions will be negotiated upon selection of the winning bid. All contractual terms and conditions will be subject to review by C40's internal departments with respect to scope, budget, schedule and other necessary items pertaining to the project.

Supplier Diversity

C40 is committed to supplier diversity and inclusive procurement through promoting equity, diversity and inclusivity in our supplier base. We believe that by procuring a diverse range of suppliers, we get a wider range of experiences and thoughts from suppliers and thus are best able to deliver to the whole range of our diverse cities and the contexts that they operate within.

We strongly encourage suppliers (individuals and corporations) that are diverse in terms of size, age, nationality, gender identity, sexual orientation, majority owned and controlled by a minority group, physical or mental ability, ethnicity and perspective to put forward a proposal to work with us.

Feel welcome to refer to C40's Equity, Diversity and Inclusion Statement as supplier diversity and inclusive procurement is one element of applying equity, diversity and inclusion to help the world limit global heating to 1.5°C and build healthy, equitable and resilient communities.

Contract

Please note this is a contract for professional services and not a grant opportunity. Organisations unable to accept contracts for professional services should not submit bids. The work will be completed on the [C40 Standard Service Provider Agreement](#)

These terms and conditions are accepted as drafted by the majority of our suppliers and we reserve the right to penalise your bid on the basis of non-acceptance of terms. If you do wish to include any requested amendments with your proposal, please do not mark up the document in tracked changes but provide a separate document for review setting out clearly your rationale for the change.

If C40 are unable to execute a contract with the winner of this competitive process, we reserve the right to award the contract to the second highest Potential Supplier

Subcontracting

If the organisation submitting a proposal needs to subcontract any work to meet the requirements of the proposal, this must be clearly stated. All costs included in proposals must be all-inclusive of any outsourced or contracted work. Any proposals which call for outsourcing or contracting work must include a name and description of the organisations being contracted.



4. RfP and Project Timeline

RfP Timeline:

RFP Timeline	Due Date
Request for Proposals sent out	June 24, 2022
Questions submitted to C40	July 1, 2022
C40 responds to questions	July 6, 2022
Deadline for receiving Offers	July, 15 2022
Evaluation of Proposal	July 18 – July 19 2022
Selection decision made	July 20, 2022
All Potential Suppliers notified of outcome	July 20, 2022

The following deliverables and timescales will be expected.

Lot 1

Deliverable	Timing
Outputs <ol style="list-style-type: none">1. Draft paper2. Final paper3. Fortnightly check-ins with the C40 team	August 2022 September 2022

Lot 2



Deliverable	Timing
Outputs <ol style="list-style-type: none"> 1. Interim output outlining the complexities in the question of who should fund public transport and how, and provision of talking points for C40 to use at U20 summit 2. Final paper with recommendations 3. Fortnightly check-ins with the C40 team 	<p><i>20 August 2022</i></p> <p><i>November 2022</i></p>

5. Proposal Evaluation Criteria

Proposals will be evaluated against the following criteria

- Relevant research expertise and experience in the field of transport funding across a wide geographic range of cities
- Clarity and robustness of the proposed project delivery approach
- Value for money offered by proposal

Evaluation Criteria	Weighting
Expertise and experience across relevant topics and geographies	40%
Robustness of the project delivery proposal and ability to meet the requirements listed	30%
Value for money	30%

6. Project Budget

All proposals must include proposed costs to complete the tasks described in the project scope, including all VAT and taxes. Costs should be stated as one-time or non-recurring costs or monthly recurring costs. All costs incurred in connection with the submission of this RfP are non-refundable by C40. Costs should be provided in US Dollars

Where a bidder is bidding for both Lots they should allocate costs to each lot.

Payment will be made according to meeting project milestones as approved by the C40 point of contact.

The estimated budget is as follows



Lot 1: \$10,000

Lot 2: \$40,000

07. C40 Policies

C40 expects third parties to be able to abide by these C40 policies

- Ethical Business Conduct Policy [here](#)
- Environmental Policy [here](#)
- Equity , Diversity and Inclusion Policy [here](#)
- Safeguarding Policy [here](#)
- Whistleblowing Policy [here](#)

08. Submissions

Each Potential Supplier must submit 1 copy of their proposal to the email addresses below by 15 July, 2022 5pm EST:

Simon Roberts, Technical Lead for Transport (sroberts@c40.org) and copy Alessio Bau, Senior Campaigns Manager (abau@c40.org)

All questions should be directed by email to the above addresses

Anonymised responses to questions will be provided [here](#) when the Q&A period closes.

Disclaimer

C40 will not accept any liability or be responsible for any costs incurred by Potential Suppliers in preparing a response for this RFP.

Neither the issue of the RFP, nor any of the information presented in it, should be regarded as a commitment or representation on the part of C40 (or any of its partners) to enter into a contractual arrangement. Nothing in this RFP should be interpreted as a commitment by C40 to award a contract to a Potential Supplier as a result of this procurement, nor to accept the lowest price or any tender.

