

## **REQUEST FOR PROPOSAL (RfP)**

### **Urban Water Resilience for Communities in Milan Programme Coordination and Technical Support**

C40 Cities Climate Leadership Group, Inc.

120 Park Avenue, 23rd Floor

New York, NY 10017

United States of America

<8 August 2025>

## 1. C40 Cities Climate Leadership Group Inc. ("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.

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.

## 2. Background

### Overview

C40 is supporting the City of Milan as part of a new project called Water Safe Communities (TBC). The *Water Safe Communities* initiative aims to mitigate flooding in **Parco Forlanini** and its surrounding catchment area by transforming the park into a **floodable space** or **sponge city** component. This will enhance urban resilience while maintaining the park's function as an amenity and agricultural space. This initiative is a joint collaboration between two C40 Cities' resilience programmes; Water Safe Cities and the Urban Climate Resilience for Communities Programme (UCRP).

The project intends to improve the park's capacity to absorb and manage excess water to reduce the frequency and severity of flooding in the catchment areas. Parco Forlanini, indeed, can play a crucial role in mitigating the potential impacts of surface runoff while providing amenities and enhancing biodiversity.

The project will result in the implementation of spatial interventions to increase community climate resilience as well as an holistic approach of neighbourhood regeneration and public spaces transformation as promoted by 15-minute city principles.

### Background and context

Located on the eastern outskirts of Milan, Parco Forlanini extends from the eastern railway belt of Milan, where the current Forlanini FN station is located, to the border with the municipality of Segrate. It consists of green areas designated for various uses and has been an integral part of the South Milan Agricultural Park since 1990. This means the area is subject to special landscape and hydrogeological restrictions.

The park is divided into two parts by the ring road: the western part is mainly used for agriculture, while the eastern part, about 53 hectares in size, serves recreational and sports purposes. It has a simple layout, consisting of large agricultural areas, irrigation canals

(rogge), tree-lined and paved avenues, wide meadows, and clusters of woodland. In the northeast lies the Salesina pond, near the farmhouse of the same name, a body of water created by redeveloping a former municipal quarry.

The park is located in an area with high hydrogeological risk. Although it is not densely populated, flooding affects public and private infrastructure, causing economic damages to the city and the community. A particularly vulnerable public facility is the municipal dog shelter, which has been severely impacted by flooding.



*map of the park's facilities*

### Problem Statement

Flooding is a recurrent issue in the **Parco Forlanini** area, but the precise sources and causes of flooding require further investigation. While a **hazard map** exists for the city, a **vulnerability map** specific to this area as well as an understanding of the impacts to the community and its surrounding critical infrastructure is lacking. Several knowledge gaps around understanding causes, impacts and solutions therefore need to be addressed to develop an effective flood management strategy for implementation.

1. To conduct a vulnerability and risk assessment of the community to identify at-risk groups and infrastructure.
2. Consult with technical experts and the local community to develop a vision for the community that integrates and elaborates any previous community consultation and is consistent with urban risk reduction strategies and any other measures envisaged at the basin scale.
3. Co-design flood mitigation strategies with stakeholders, with a particular focus on hydraulic infrastructure necessary to reduce the risk of flooding of the dog/cat shelter located on the right bank of the Lambro River.
4. Develop a Technical and economic feasibility study for a mitigation solution identified with the City, in accordance with Lombardy Region and the River Po Interregional Agency (AIPo).
5. Develop an Executive Project and Design (PFTE) for the mitigation solution.
6. Support the City in implementing the mitigation solution and developing a long-term maintenance plan that aligns with integrated urban hydraulic risk reduction strategies.

**The purpose of this Request for Proposal is to solicit proposals from consultancy services from firms and independent consultants to provide project management and coordination services as outlined below.**

The Consultant will represent both the City of Milan and C40 in ensuring the successful delivery of the program and responsibilities will focus on driving and delivering the above project objectives. The Consultant will be funded by C40 to work directly with the City of Milan and will be required to work closely with teams from both organisations, particularly the C40 Heat Water and Nature team, the Water Resources and Environmental Hygiene Area of the City of Milan and an additional Consultant who is providing professional services to conduct the technical works as necessary for the project.

### **Expected Deliverables**

- **Deliverable A: Management & facilitation** Supporting planning, delivery and reporting of project activities, such as overseeing technical studies, facilitating workshops, meetings and events and delivering a monitoring and evaluation assessment to track progress and impact of the project. Work closely with C40's existing City Advisors for Milan to support the preparation of all relevant documents necessary for public tenders related to the project implementation. The Consultant will be required to work closely with a third party consultant who will provide services to conduct the technical studies and PFTE as noted above. Please see the RfP for the technical consultant here.
- **Deliverable B: Strategic planning & coordination** Establishing and strengthening relationships between stakeholders, while coordinating the project delivery between C40, city officials across relevant departments in the Municipality of Milan and the Lombardy Region, the technical Consultant who will be providing services for the project, local partner agencies, and local community organisations. Also, liaise with various C40 teams to ensure wider collaboration with others programmes being delivered in the region.
- **Deliverable C: Project Design:** Technical skills needed in the development of local action plan for the selected community, such as climate adaptation, flood risk mitigation, landscape design and engineering. Technical skills in the field of flood risk, landscape design, in particular concerning the definition of flood risk mitigation measures. This includes project visualization and communication techniques (use of Adobe suites, programs for three-dimensional modelling, photomontages and rendering). Knowledge of the Minimum Environmental Criteria of the Italian Ministry of the Environment and/or European Green Public Procurement criteria is desirable. Significant experience in the public works sector and an excellent knowledge of Italian legislation, in particular of Legislative Decree No. 36 of 31 March 2023, the new Public Contracts Code, is also required
- **Deliverable D: Delivery** Working with C40 and the Municipality of Milan work in the scoping of delivery actions and supporting implementation through activities like local partner(s) management and stakeholder engagement. Also, support key project activities such as, procuring local goods and services.
- **Deliverable E: Reporting:** deliver a monitoring and evaluation assessment to track progress and impact of the project.

### **Project Milestones & Timeline**

The project delivery is across one year from September 2025 - Sept 2026. See below for the expected milestones and estimated deliverable dates.

<b>Project Milestone</b>	<b>Due Date</b>
Attend and support the kick-off workshop between representatives of C40 Cities, the City of Milan and the Technical Consultancy	<i>w/c 22 September, 2025 (TBC)</i>
Attend Parco Forlanini Site visit	<i>October, 2025</i>
Review and update the project workplan	<i>October, 2025</i>
Manage and deliver the consultation process between CoM and local stakeholders to identify and design technical solutions	<i>October - January, 2025</i>
Manage the review process of the Technical Consultant's feasibility assessment of project solutions	<i>December, 2025</i>
Support the selection of CoM & C40's preferred solution selection with justification	<i>January, 2025</i>
Oversee the delivery of the Technical and Economic Feasibility Study (PFTE) by technical consultants	<i>June, 2026</i>
Support the preparation of all documents required for the execution of public works	<i>September 2026</i>

### 3. Proposal Guidelines

This Request for Proposal represents the requirements for an open and competitive process. Proposals will be accepted until September 3, 2025 5pm CEST. Any proposals received after this date and time will not be accepted.

Consultants should demonstrate some of the following experiences and skills in their Proposal Form:

- Demonstrable experience and understanding of climate adaptation and flood risk mitigation in the urban context, preferably within Italian cities and/or Milan.
- Experience in engaging and coordinating with city government and local authorities.
- Experience in the public works sector.
- Experience in ability to foster collaboration across multidisciplinary stakeholders and teams.
- Track record in programme development and project management.
- Proof of ability to work independently, while considerably collaborating with colleagues and various stakeholders.
- Excellent verbal and written communication skills in both English and Italian is essential.
- A degree in environmental engineering or equivalent and relevant areas.
- Good strategic, analytical and critical thinking with proactive and insightful nature is highly desired.
- International experience, particularly working with different cultures, languages and time zones, is desired.

All proposals are requested in English. All proposals should include a scope of eligibility, demonstrating your skills and experience in this area that will support the delivery of this project. A curriculum vitae is also essential to the application. Work samples are voluntary.

Please see the appendix for the template which should be submitted as part of all proposal applications.

#### 4. RfP and Project Timeline

The Consultant is advised of the following timeline for the RFP; a project timeline is included below.

##### RfP Timeline

<b>RfP Timeline</b>	<b>Due Date</b>
Request for Proposals sent out	<i>August 18, 2025</i>
Questions submitted to C40	<i>August 25, 2025</i>
C40 responds to questions	<i>August 26, 2025</i>
Deadline for receiving offers	<i>September 3, 2025</i>
Interviews	<i>September 8-12, 2025</i>
Selection decision made	<i>September 17, 2025</i>
All Potential Suppliers notified of outcome	<i>September 18, 2025</i>

#### 5. Proposal Evaluation Criteria

C40 will consider the following assessment criteria to assess proposals from potential suppliers:

<b>Assessment criteria</b>	<b>Weighting</b>
Experience working and coordinating with municipal administrations and/or local authorities, preferably in climate resilience projects within Italian cities and/or Milan	30%
Strong experience in project development and project management	30%
Demonstrable experience and deep understanding of hydraulic risk	30%
Experience in promoting EDI principles	10%



The successful applicant will need to demonstrate an excellent knowledge of Italian legislation on hydrogeological risk. Familiarity with the context of Milan and the City's flood challenges are highly valued. Additionally, the candidate should have a track record of working with and coordinating efforts alongside municipal administrations or local authorities.

C40 will also consider value for money when selecting the successful applicant depending on their experience and skills as well as time to deliver the project phases.

The experience and expertise in the proposals will be evaluated against the following criteria. Please see Section 3 on Proposal Guidelines on further desirable criteria and guidance.

## **6. Project Fees**

C40 will compensate the successful consultant on time and expenses basis to a maximum cap. Hours of work will vary based on programmatic need and we do not anticipate more than 20 hours per skillset a week being required.

Invoices will be paid on a monthly basis subject to satisfactory delivery. Please note, the successful candidate may be required to submit timesheets with proof of deliverables attached.

All potential consultants should submit daily rate(s) as part of their proposal. The maximum available budget for the full year of the project period is: € 30,000 (TBC).

The Consultant is expected to commit approximately a maximum of 20 hours per week. We expect a minimum 30% of their hours to be located within the Via Sile offices of Comune di Milano.

All costs incurred in connection with the submission of this RfP are non-refundable by C40.

## **7. 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.

## **8. Contract**

Please note this is a contract for professional services and not a grant opportunity. Consultancies/ Individual consultants that are 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 consultant.

## **9. C40 Policies**

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

Non-Staff Code of Conduct Policy [here](#)

Equity , Diversity and Inclusion Policy [here](#)

C40 Non-Staff Travel and Expenses Policy [here](#)

## **10. Submissions**

Each Potential Supplier must submit 1 copy of their proposal to the email address below by Wednesday September 3, 2025 at 5pm CEST:

Lucy Petty  
Community Programme Manager  
[lpetty@c40.org](mailto:lpetty@c40.org)

Lisa Bitossi  
C40 Milan Consultant  
[lbittossi@c40.org](mailto:lbittossi@c40.org)

Each proposal must include the Proposal Form as attached in Appendix 1 below, as well as a CV/s. Work samples are voluntary.

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

## **12. 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.



## Appendix 1: Proposal Form

**This form must be submitted as part of the submission.**

Please include details regarding your skills and experience that are applicable to this project in the table below. All applications must include a CV/s in their proposal application. Work samples are optional.

Please provide a short introduction and background of your career, interests and suitability. (Max 200 words)	
Skills and Experience <i>Please provide an example of your work experience in relation to the skillset listed above.</i>	
General Skills	
Experience in working with city governments and/or local authorities preferably within Italian cities and/or Milan. (Max 300 words)	
Additional skills <i>Please refer to the skills and experience outlined in Section 3. Proposal Guidelines. You may also share additional skills that you think are relevant to the programme.</i> (Max 300 words)	
Skills Set 1: Project Management	
Strong track record in project development and project management. (Max 300 words)	
Skills Set 2: Technical Delivery	
Experience and understanding of Italian environmental legislation  Where possible, please highlight any past experience in working with Legislative Decree No. 36 of 31 March 2023 and the new Public Contracts Code.  (Max 300 words)	