



Reuse Minnesota

Request for Professional Services

Measuring statewide impacts of reuse

Overview

Reuse Minnesota is seeking an individual or firm that is well-versed in concepts and use of life cycle analysis and datasets to provide and execute a methodology/tool(s) for measuring the statewide impacts of reuse activities. The tool(s) will be used to document the benefits of the products and services provided by reuse businesses and organizations in Minnesota. At the conclusion of this contract, a formal report will summarize the findings and provide a detailed methodology for the approaches used to measure these impacts.

Funding for this project is from the State of Minnesota's Environment and Natural Resources Trust Fund (ENRTF).

About Reuse Minnesota

Reuse Minnesota is dedicated to inspiring and equipping practitioners of reuse and building a regenerative economy in Minnesota. We are committed to transforming policy and practices that support and establish repair, resale, and rental as the norm in the United States. Reuse Minnesota is seeking qualified contractors who demonstrate an understanding of and appreciation for our mission, values, and strategies.

Our principles

The members and supporters of Reuse Minnesota believe:

1. The current "take-make-waste" model of consumption is not sustainable. Producing new materials and even recycling materials consumes our limited natural resources and pollutes our water, land, and air.
2. An ethic of reuse is a restorative process; reuse keeps materials at their highest value over time.
3. The practice of reuse offers opportunities for job creation and economic prosperity.
4. The act of reuse fosters collaboration between businesses and consumers while building vibrant economic networks and strong communities.

What we do to advance our cause

1. **Educate:** We promote the value and significant benefits of reuse among individuals, businesses, and policymakers.
2. **Advocate:** We use data and examples of successful reuse business practices to inform changes in policy and practice. This includes efforts to create a "level playing field" so



repair, resale, and rental enterprises can compete with the common practice of throwing away or recycling materials and purchasing newly produced replacements.

3. **Develop:** We support the launch, growth, and sustainability of a wide range of reuse businesses across the state.
4. **Grow:** We connect with reuse leaders across the country to establish reuse as the predominate practice and norm nationwide.
5. **Measure:** Reuse Minnesota pioneers efforts to gauge the value and impact of reuse.

For more information, visit www.reusemn.org.

Project summary

Reuse Minnesota is seeking an individual or firm that is well-versed in concepts and use of life cycle analysis and datasets to provide and execute a methodology and create a tool(s) for utilizing data to measure the environmental, economic, and social impacts of reuse activities statewide.

A first iteration of this measurement was completed in 2020, with a final report summarizing the findings. [The 2020 report and data maps can be found here](#). This report and methodologies will serve as a starting point for this next report. We are also open to methods that expand how the impact of reuse is measured. In particular, methods and strategies that further develop the recommendations made under “Future Opportunities” (page 26 in the 2020 report) are welcomed.

Scope of work

1. **Measurement methodology:** Evaluate, develop, and/or refine methods for measuring impacts of reuse activities statewide. This includes defining the data needed and providing detailed, step-by-step documentation on the methodology used.
2. **Tool development:** Develop a tool(s) (e.g. spreadsheet with formulas) and clear instructions for inputting data and completing the impact analysis, ensuring it can be easily reproduced by Reuse Minnesota staff on an ongoing basis in the future. At the conclusion of the contract, the tool(s) or measurement methods, data collection and storage, etc., will be housed within systems accessible to and owned by Reuse Minnesota. The contractor shall work with Reuse Minnesota staff to train them on the process, to ensure the process can be repeated in the future.
3. **Visual narrative:** Assist with converting the measurements into a clear and visual narrative that can be shared with Reuse Minnesota’s various audiences on our website, through social media, and in other formats.
4. **Final report:** Summarize methodology, tool(s), and measurement outcomes in a formal report in the organization’s branding and provided template.
5. **Community engagement:** Present methodology, findings, or other information related to this project at the Reuse Minnesota conference in fall 2022 (late September or early October).



Budget

Funding for this project is as budgeted in the work plan approved by the Legislative-Citizen Commission on Minnesota Resources (LCCMR) for Reuse Minnesota's Environment and Natural Resources Trust Fund grant.

- **Impact study contractor:** up to \$20,000
- **Data purchase (Dun & Bradstreet):** up to \$6,000

Timeline

All activities for this project will take place in 2022.

- **Questions:** Submit questions to info@reusemn.org by 4:00 pm (Central) on Monday, March 28.
- **RFP responses:** Submit proposals by 4:00 pm (Central) on Monday, April 4.
- **Review/notification:** Proposals will be reviewed using a common set of selection criteria. Finalists will be invited to interview by Friday, April 8.
- **Interviews:** Held virtually on Monday, April 11, and Tuesday, April 12.
- **Final selection:** Finalist will be selected by Monday, April 18.
- **Start date:** Target date for contract start is May 1.
- **Project completion:** The full scope of this project must be completed no later than November 30.

Proposal submittal

Proposals should include a detailed budget, desired payment schedule, and names and qualifications of key individuals involved with the project.

Submit proposals to info@reusemn.org by 4:00 pm (Central) on Monday, April 4, 2022, attention to Emily Barker. Please use the subject line of "Proposal: Measuring statewide impacts of reuse."

This RFP is not a commitment to award a contract to a responding potential vendor. Reuse Minnesota reserves the right to enter into a contract with a potential vendor at its sole discretion. Reuse Minnesota reserves the right to negotiate any parts of these specifications with the selected contractor. Responding vendors must agree that Reuse Minnesota's decisions are final and not subject to appeal.

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