



REPORT

To: Chair and Directors

Report Number: CS-BRD-071

From: David Sturgeon, Protective Services Manager

Date: April 15, 2021

Subject: FireSmart Consultant Contract Award**RECOMMENDATION: [Corporate Weighted]**

That the Regional Board award RFP #16-2021, Peace River Regional District FireSmart® Consultant Coordinator, to Mammoth Forestry Ltd., for strategic rollout of the FireSmart® program in the Peace River Regional District at a total cost of \$107, 600.00 (excluding taxes) for a period of 7 months from the contract acceptance date; further that the Chair and Chief Administration Officer be authorized to sign on behalf of the PRRD.

BACKGROUND/RATIONALE:

A grant for a total of \$150,000 was secured from the Union of BC Municipalities (UBCM) Community Resiliency Investment Program to fund a FireSmart® campaign in the PRRD. \$35,000 is allocated to complete a yard debris round up in the spring of 2021 in collaboration with PRRD Environmental Services, with the remainder allocated to contract a qualified FireSmart® Coordinator, for the facilitation of FireSmart® related activities within Electoral Areas B, C, D and E of the Peace River Regional District. The contracted coordinator will ensure that the FireSmart® activities are supported, developed and implemented in accordance with Provincial guidelines.

Four submissions were received for this RFP as outlined in Table 1 below:

Table 1. Scoring Matrix Results for RFP #16-2021

	VDM Fire Inc.	Mammoth Forestry	Adlard Environmental Ltd.	WMC Resource Group Inc.
Mandatory Requirements				
Submission Form (Appendix B)	✓	✓	✓	✓
Pricing (Appendix C)	✓	✓	✓	✓
Scoring Matrix Results				
COMPANY AND PROJECT TEAM QUALIFICATIONS (20%)	8.25	17.50	16.50	18.00
METHODOLOGY (35%)	21.00	31.50	26.50	28.50
WORK SCHEDULE (15%)	17.00	28.50	30.50	24.00
PROJECT BUDGET (10%)	10.00	9.00	8.00	9.00
Total Score	56.25	86.50	81.50	79.50
PROPOSAL COST (Excluding GST)	\$ 95,545.00	\$107,600.00	\$ 115,000.00	\$111,000.00

As noted in Table 1, all bids met the mandatory requirements for the RFP. While not the lowest cost bidder, Mammoth Forestry Ltd. scored highest based on their extensive experience and qualifications in Wildfire, and Wildfire Urban Interface in the Peace River region, along with their methodology of approach to the project. It was felt that they were the best equipped to perform the service on behalf of the Regional District.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

The expenditure is budgeted for within the 2021 Financial Plan Bylaw under Emergency Planning Function – 300 and is funded with grant money provided by the UBCM Community Resiliency Investment Program.

COMMUNICATIONS CONSIDERATION(S):

The contract includes conventional and social media components that will promote the FireSmart® program throughout the electoral areas and member municipalities.

OTHER CONSIDERATION(S):

Services the PRRD will provide throughout the 7 month program are as follows but not limited to:

- Public education campaigns through social media, radio and print
 - a. Social Media
 - b. Radio campaign
 - c. Newspaper articles (Features)
 - d. Direct mailers to extreme hazard zones
- Site information visits (Hazard Assessments)
 - a. Attend sites by request (100 Properties to include critical infrastructure)
 - b. Provide all information to homeowner about FireSmart® principles
 - c. Do a walk around the property and talk about mitigation & best practices
 - d. Hazard assessment to be provided
 - e. Guidance and follow up provided (risk assessment package left with homeowner)
- Attend home and garden shows, farmers markets etc. with an information booth
 - a. Gather data on residents for follow up
 - b. Provide information & take home packages
- Yard waste debris drop off locations throughout the PRRD.
 - a. Work in conjunction with the spring waste cleanup program. Provide bins and messaging.

- Work with BC Wildfire for consistent messaging

The FireSmart® campaign will be a 7 month program, with data tracking in place to provide feedback for the future direction of the program and possible revision of the PRRD's community wildfire preparedness plan (CWPP).