



## Staff Report

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**Report To:** Dan Best, Chief Administrative Officer  
**From:** **Jeremy Becker, Emergency Services  
Manager/Fire Chief**  
**Date:** March 15 2021  
**Report:** Fire-03-2021  
**Subject:** Fire Master Plan and Community Risk Assessment

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### **Recommendations:**

**That** South Huron Council receives the report from Jeremy Becker, Emergency Services Manager/Fire Chief regarding the Fire Master Plan and Community Risk Assessment; and

**That** South Huron Council accepts the proposal of Emergency Management and Training for the delivery of a Fire Master Plan and Community Risk Assessment in the amount of \$51,712 plus HST

### **Purpose:**

Approval

### **Background and Analysis:**

On January 29, 2021, Request for Proposal (RFP) 001-2021 was issued for the Provision of Professional Services to Develop a Master Fire Plan and a Community Risk Assessment for the Municipality of South Huron.

The closing date for the RFP was February 24, 2021. At closing, a total of 7 submissions were received. This request was a two envelope process, with the technical submission in a separate envelope from the budget/fee structure for the cost of services.

Proposals were received from The Loomex Group, Paladin Risk Solutions, ESSSi Solutions, Performance Concepts Consulting, BEHR Intergrated Solutions, POMAX Consulting, Emergency Management & Training.

The proposals were reviewed by the Chief Administrative Officer, The Emergency Services Manager/Fire Chief and the Mayor. The results of the proposals are outlined below.

Proponent	Profile 25%	Experience 15%	Methodology 30%	Advisory 10%	Cost 20%	Overall Rank
Pomax	1	1	1	1	5	2
Emergency Management Training	2	2	2	2	2	1
ESSSI	3	3	3	5	3	3
Performance Concepts	4	4	4	6	5	7
Behr	5	5	5	7	5	5
Loomex	5	5	5	5	4	6
Palladin Risk Solutions	5	5	5	5	1	3

### **Financial Impact:**

A total of \$70,000 was incorporated as part of the 2021 budget for this service. The proposal submitted by Emergency Management Training falls within the allocated budget parameters. The work is to be completed in Fall 2021.

**Legal Impact:**

There are no legal implications as a result of this report.

**Staffing Impact:**

There are no staffing implications as a result of the actions outlined in this report.

**Consultation:**

Dan Best, Chief Administrative Officer

Respectfully submitted,

**Jeremy Becker, Emergency Services Manager/Fire Chief**