



# BOARD REPORT

**TO:** Chair and Directors

**File No:** 7200 01

**SUBJECT:** FireSmart Coordinator Sole Source Contract Award

**DESCRIPTION:** Report from Derek Sutherland, Team Leader, Protective Services, dated May 29, 2019. Authorization for the sole source contract award of the FireSmart Coordination contract from the Community Resiliency Investment Fund (FireSmart Grant) budget.

**RECOMMENDATION #1:** THAT: the Board empower the authorized signatories to enter into an agreement with 1477556 Alberta Ltd. for the provision of FireSmart coordination services for Electoral Areas A, B, C, D, E and F for an eleven month term commencing July 1, 2019 and expiring on May 31, 2020, for a total cost not to exceed \$50,000 and in accordance with the terms of grant received from Union of BC Municipalities through the Community Resiliency Investment Program.

## SHORT SUMMARY:

The CSRD received \$100,000 of grant funding from the Community Resiliency Investment Fund through UBCM in April 2019 to provide FireSmart programming within the six electoral areas of the CSRD. The grant includes provisions to hire a FireSmart Coordinator to build awareness and capacity within the rural communities to help manage interface fire risk. Building FireSmart capacity within communities allows for local level interventions that generate resilience to wildfire and allows a community to recover faster after an event. Mr. Len Youden is the lead consultant of 147556 Alberta Ltd. and has the experience and qualifications to provide the required FireSmart coordination services. Board authorization is required for any sole sourced contract over \$10,000.

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**VOTING:** Unweighted  LGA Part 14  Weighted  Stakeholder   
Corporate (Unweighted) Corporate (*Weighted*)

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## BACKGROUND:

The Community Resiliency Investment program is a new provincial program intended to reduce the risk and impact of wildfire to communities in BC through funding and educational support.

The Union of BC Municipalities, Emergency Services Society, First Nations and the Forest Enhancement Society of BC are working with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development through BC Wildfire Service, to administer the FireSmart Community Funding and Supports portion of the program for local government and First Nation applicants.

The CSRD submitted an application during the initial offering of the grant and was successful in that application. The proposal requires the engagement of a coordinator to manage the FireSmart programs and develop assets in the communities. The company's lead consultant, Mr. Len Youden has extensive

experience in marketing and delivery of strategic initiatives. Mr. Youden has provided CSRD staff with a proposed project timeline that clearly demonstrates his understanding and passion for the work required with this project. Mr. Youden is also a firefighter with one of the CSRD's fire departments and therefore has a thorough understanding of local fire suppression activities and needs within the CSRD context.

**POLICY:**

In accordance with Policy No. F-32 "Procurement of Goods & Services", Board authorization must be obtained for any sole sourced contract over \$10,000.

**FINANCIAL:**

The FireSmart Coordinator contract is valued at approximately \$50,000 and will be funded from the CRI FireSmart Community Funding & Supports grant.

**KEY ISSUES/CONCEPTS:**

To award the sole source contract to a qualified consultant to build the foundation of a successful FireSmart program.

**IMPLEMENTATION:**

Upon approval 1477556 Alberta Ltd. will be notified and engaged on contract for a term ending May 31, 2020.

**COMMUNICATIONS:**

Information about the FireSmart program will be published on the CSRD website and through social media.

**DESIRED OUTCOMES:**

The Board approve the recommendation as presented.

**BOARD'S OPTIONS:**

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

**Report Approval Details**

Document Title:	2019_06_20_Board_OM_FireSmart_Coordinator_Sole_Source_Award.docx
Attachments:	
Final Approval Date:	Jun 11, 2019

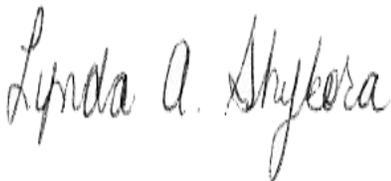
This report and all of its attachments were approved and signed as outlined below:



**Darcy Mooney - Jun 11, 2019 - 12:20 PM**



**Jodi Pierce - Jun 11, 2019 - 2:06 PM**



**Lynda Shykora - Jun 11, 2019 - 2:42 PM**

**No Signature - Task assigned to Charles Hamilton was completed by assistant Lynda Shykora**

**Charles Hamilton - Jun 11, 2019 - 2:43 PM**