



# REQUEST FOR QUALIFICATIONS & EXPRESSION OF INTEREST –Emergency Operations Centre – Recovery Management

The Regional District of Okanagan-Similkameen (RDOS) is seeking expressions of interest including qualifications from contractors who are able to perform recovery work, subsequent to flooding caused by recent atmospheric river events. Flooding of the Tulameen and Similkameen rivers has had significant impacts to people, the environment, the economy and infrastructure throughout the region.

The Recovery Manager, will create and implement a work plan to guide and work with the RDOS (with consideration potentially the Town of Princeton) in the recovery strategies. The Recovery workplan will describe the steps and process to assist individuals, groups and businesses in rebuilding their lives, their communities and prepare for potential emergencies in the future.

The objectives for recovery are as follows:

- 1) **Protect Public Safety**
  - a. Maintain emergency access across all land uses
  - b. Reduce flood risk exposure of households, transportation routes and sensitive land uses
  - c. Ensure all response, recovery, and long-term planning work supports the BC Emergency Management System priorities
- 2) **Foster and Improve Health and Wellness and Support Housing Recovery**
  - a. Reduce immediate suffering
  - b. Seek immediate, medium- and long-term housing recovery
  - c. Support household and community resilience
- 3) **Deliver Permanent Solutions**
  - a. Develop, seek funding for and implement flood protection and adaptation solutions including engineering, green infrastructure and land use bylaws and policies to improve climate resilience
  - b. Seek to optimize financial, social and environmental sustainability in solutions
- 4) **Facilitate Economic Revitalization**
  - a. Seek opportunities to advance recovery as investment in community resilience and development
  - b. Foster the environment for economic diversifications and new opportunities
  - c. Create opportunities for higher levels of support for economic and agricultural recovery
- 5) **Facilitate Environmental Resilience & Adaptation**
  - a. Resolve environmental challenges caused by the flood
  - b. Advance ecosystem restoration and the protection of natural assets and ecosystem health
  - c. Seek opportunities for improving climate resilience at the ecosystem level
- 6) **Engage Community, Stakeholders, and Neighboring Communities**
  - a. Create opportunities for participation of stakeholders and public in supporting decision making through consultation and community engagement
  - b. Ensure affected individuals and stakeholders are involved in decisions affecting their future

- c. Use consistent, open and understandable communication tools and approaches
  - d. Continue and strengthen collaboration among local and senior governments
- 7) Ensure Equitable, Fair and Reasonable Decisions
- a. Support affected individuals with a case management approach that connects them with existing mandates and services wherever possible
  - b. Ensure fiscal accountability and responsibility and develop efficient solutions
  - c. Advocate for clarity of senior government decision making process, with recognition of local needs

Please submit documents clearly marked “**EOI – Regional Recovery Manager**” to the undersigned. Emailed submissions are acceptable.

All submissions must be received on or before **4:00pm Monday November 29 2021**.

The submission shall include the following information:

1. Company Contact Information
2. Curriculum Vitae for all team members
3. Schedule of Rates for services
4. Recommended first steps

The following list is what will be required at contract signing and what expectations are for retained companies (preference may be given to companies that provide documentation in advance).

1. WCB must be in good standing
2. Insurance must be current:
  - a. General Liability Insurance - \$5M
  - b. Professional Liability Insurance (same as Errors and Omissions Insurance)
  - c. Automobile Insurance – required driving to and from work sites
3. Staff persons, rates must fall within the industry standard:
  - a. Director: \$72.50- \$101.00/hour
  - b. Management: \$59.50-\$80.00/hour
  - c. General Staff: \$30.00- \$65.00/hour
  - d. As per EMBC Guidelines – the RDOS will not be reimbursed for contractor’s overtime as such rates do not apply
4. Invoice Requirements
  - a. Invoices must be submitted to RDOS EOC Finance within 7 days or as per contract terms
  - b. Copies of Daily Log sheets must accompany invoices

The RDOS is not obliged to accept and review Qualifications/Expressions of Interest delivered after the deadline.

The documents shall be addressed to:

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Emergency Program Coordinator  
Regional District of Okanagan-Similkameen  
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