

Request for Proposal Outline – Discussion Document

- I. General Information
 - a. Background & History
 - b. SWOT
 - c. Tax base
 - d. Possible options
- II. Purpose of the RFP
- III. Vendor Requirements
 - a. Knowledge of Southern Oregon
 - b. License to operate here
 - c. Previous experience in conducting feasibility analysis for rural fire and public safety district.
- IV. Scope of Services
 - a. Hold 3-5 public meetings with current Fire Protection Committee
 - i. Validates SWOT
 - b. Stakeholder Input (Fire Protection Committee, who else?)
 - c. Propose 1-2 feasible options for a Fire Protection/Public Safety District addressing SWOT
 - i. Includes Feasibility Study – [need to define in detail]
 - ii. Includes effective tax rate
 - iii. Includes phase in from current including capital assets
 - iv. Addresses current levels of standards and services
 - v. Addresses potential future costs such as PERS, Cost of health insurance, replacement of capital assets
- V. Preliminary Schedule Dates
 - a. Release of RFP – 2/3/20
 - b. Pre-Proposal Conference – 2/17/20
 - i. Recommendation is to meet with Fire Protection Committee in 1 or more regularly scheduled meetings
 - c. Proposals Due – 3/2
 - d. Committee and BCC Review -- 3/10
 - e. Award Date – 3/11
 - f. Receipt of Feasibility Study – 4/11
- VI. Evaluation Criteria
- VII. Format of proposal, who to send to, etc.