



## **Central Coast Regional District Recovery Manager**

### **Request for Expressions of Interest (EOI) - Time Sensitive**

The Central Coast Regional District is requesting Expressions of Interest (EOI) from qualified contractors interested in providing Recovery Manager Services during the 2017-2018 season. The term for the contract will be approximately November, 2017 to March, 2018.

Contractors must demonstrate they have the appropriate skill, experience and resources to perform the required duties. A complete EOI package, including the scope of services can be obtained from the CCRD office at 626 Cliff Street, Bella Coola or downloaded from the CCRD website [www.ccrd-bc.ca](http://www.ccrd-bc.ca).

Qualified parties identified in this EOI process may subsequently be invited to submit a price/service proposal to the CCRD. The CCRD will then seek to negotiate and enter into a contract with the lead proponent.

Expressions of Interest will be received in writing until noon on Monday October 23<sup>rd</sup>, 2017 via email.

The EOI must include full contact information, the name of the individual or business, relevant experience and qualifications for provision of Recovery Manager Services within the Central Coast Regional District.

If you have any questions, please contact Courtney Kirk at 250-799-5291 or by email at [cao@ccrd-bc.ca](mailto:cao@ccrd-bc.ca).



**EOI Recovery Manager Services-  
Central Coast Regional District 2017/2018  
Request for Expression of Interest (EOI)  
Scope of Services 2017/2018**

## **1. Summary**

The Central Coast Regional District is requesting a Recovery Manager to lead and coordinate communities within the Central Coast Regional District in the transition from response to recovery. The BC Wildfires and subsequent highway closures and disruption to postal service and supply chains had a significant impact on the business operations in the CCRD including loss of clientele and revenue and delays to construction projects. As the economic pillar has been the most impacted in the region, and communications infrastructure was identified as an area of concern, priority will be given to parties with demonstrated expertise in regional remote communications system improvement and economic development.

## **2. Scope of Services**

The Contractor must:

- a) Collect and document available data and reach out to business community and non-profit groups to determine economic impacts of the fires.
- b) Use knowledge of impacts to build, and begin implementation of, an appropriate recovery plan for the communities.
- c) Manage additional contractors and consultants for projects related to recovery.
- d) Be the main point of contact for all inquiries relating to the event and recovery supports available in the region.
- e) Develop a communication plan to inform the community about recovery efforts.
- f) Develop programs and strategies for recovery with input from the affected communities.
- g) Identify gaps in communication infrastructure, including connectivity, potential remedial measures, and resources for implementation.
- h) Advocate for support as needed from appropriate funding agencies.
- i) Participate in regular meetings with other sub-regional recovery coordinators (within the Central Coast Regional District and in the Cariboo Regional District) and seek opportunities for collaboration when appropriate.
- j) Lead the recovery program while coordinating with other agencies, including but not limited to the Provincial government, Non-Government (NGO) and Not for Profit (NFP) organizations, and other industry sector groups related to the four pillars of recovery.

### **3. Expected Outcomes**

- a) Create a Recovery Plan to guide community recovery activities in the region. This plan would include specific priorities and objectives for implementation including those related to communications infrastructure and connectivity.
- b) Implement the Recovery Plan with the assistance of Central Coast Regional District staff and other local government staff and stakeholders supporting the communities
- c) Undertake public and business outreach activities in the process of writing and implementing the Recovery Plan.