

REQUEST FOR QUOTATIONS



June 6, 2026

COMMUNITY RECOVERY SUPPORT TEAM SERVICES - MARTIN VALLEY AND OCEAN FALLS RECOVERY INITIATIVE

1. Introduction

The Central Coast Regional District (CCRD) invites qualified individuals, organizations, non-profit societies, Indigenous organizations, or consulting teams to submit quotes to provide Community Recovery Support Team services for the communities of Martin Valley and Ocean Falls following the March 15–16, 2026 atmospheric river event and associated flooding and landslide activity.

The CCRD is seeking a team of two individuals with experience in community recovery, social services, trauma-informed practice, community engagement, and disaster recovery planning to assist residents as the communities transition from emergency response into short-term recovery.

2. Background

Martin Valley and Ocean Falls are remote coastal communities located within Electoral Area A of the Central Coast Regional District. Access to these communities is primarily by air and marine transportation.

The region has experienced multiple significant hazard events within a short period, including:

- A major landslide event on December 19, 2025, impacting Martin Valley;
- The March 2026 atmospheric river event resulting in flooding, erosion, landslide activity, evacuation alerts, evacuation orders, and a State of Local Emergency;
- Ongoing concerns regarding slope stability, access, and community resilience.

The cumulative impacts of these events have created social, emotional, and recovery challenges requiring dedicated recovery coordination and outreach support.

3. Project Objectives

The objectives of this project are to:

- Support community members in transitioning from response to recovery.
- Identify and document recovery needs and service gaps.

- Provide trauma-informed outreach and engagement.
- Connect residents with available recovery resources and supports.
- Assist vulnerable and isolated individuals.
- Support community resilience and recovery planning.
- Develop a Post-Disaster Recovery Plan and recommendations for future recovery initiatives.

4. Scope of Work

The successful proponent will provide a two-person Community Recovery Support Team and complete the following tasks:

Phase 1 – Project Initiation and Preparation

- Review incident documentation and recovery needs.
- Meet virtually with CCRD staff.
- Develop a work plan and engagement approach.
- Coordinate logistics and travel arrangements.

Phase 2 – Community Deployment

Conduct a three-day deployment to Martin Valley and Ocean Falls, including:

- Individual outreach and engagement with affected residents.
- Community listening sessions and facilitated discussions.
- Identification of unmet needs and barriers to recovery.
- Support for vulnerable populations.
- Connection to provincial and regional health, housing, financial, and mental health resources.
- Coordination with local organizations, response agencies, and community leaders.
- Documentation of findings and observations.

Phase 3 – Recovery Planning

Prepare a Recovery Summary and Post-Disaster Recovery Plan that includes:

- Summary of engagement activities.
- Recovery themes and observations.
- Identified service gaps and unmet needs.
- Recommendations for future recovery activities.
- Suggested actions for CCRD and partner agencies.
- Considerations for long-term community resilience.

5. Deliverables

The successful proponent shall provide:

- Project work plan and deployment schedule.
- Facilitation materials and engagement tools.
- Community outreach and engagement activities.
- Recovery Summary Report.

- Post-Disaster Recovery Plan.
- Final invoice and project completion summary.

6. Required Qualifications

The proposed team should collectively demonstrate:

- Experience supporting disaster recovery initiatives.
- Experience working in rural, remote, and Indigenous communities.
- Knowledge of Emergency Management and Disaster Recovery practices in British Columbia.
- Experience in trauma-informed engagement and psychosocial recovery support.
- Strong facilitation and community engagement skills.
- Understanding of social determinants of health and vulnerable populations.
- Ability to travel to remote coastal communities.

Preference may be given to proponents with:

- Indigenous cultural safety training.
- Experience supporting recovery following natural hazard events.
- Experience working with local governments and community service organizations.

7. Project Schedule

To be completed by November 30, 2026

8. Quotation Requirements

Quotation (10 page maximum) should include:

A. Proponent Information

- Organization name.
- Primary contact information.
- Team member resumes.

B. Understanding of the Project

- Demonstrated understanding of the project objectives and community context.

C. Methodology

- Proposed approach.
- Engagement methodology.
- Trauma-informed practices.
- Deliverable development process.

D. Project Schedule

- Proposed timeline for project completion.

E. Budget

Provide a detailed budget including:

- Professional fees.
- Travel costs.
- Accommodation and meals.
- Materials and supplies.
- Meeting costs.
- Applicable taxes.

The maximum budget for this project is approximately \$10,000, including travel and expenses.

8. Evaluation Criteria

- Understanding of Project
- Relevant Experience and Qualifications
- Proposed Methodology
- Indigenous and Remote Community Engagement Experience
- Budget and Value

9. Submission Instructions

Quotes shall be emailed in PDF format to:

Jessie MacDonald, Emergency Program Coordinator

Central Coast Regional District

Subject Line: RFQ – Community Recovery Support Team Services

Email: epc@ccrd.ca

By Monday, June 22, 2026, at 4:00 PM

The CCRD is not bound to accept the lowest-cost quote or any quote and reserves the right to reject any or all submissions, waive informalities, and negotiate with the preferred proponent in the best interests of the Regional District.