**Northern Sacramento Valley Coalition**

**REQUEST FOR QUALIFICATIONS AND PROPOSAL (RFQ/P)**

**Professional Services to Support the Northern Sacramento Valley Coalition**

**Regional Wildfire Resilience Planning**

**COST ESTIMATE TEMPLATE**

# **1. Plan Compilation (Inventory)**

* Identify and collect relevant wildfire and forest-related plans (e.g., CWPPs, Hazard Mitigation Plans, CAL FIRE Unit Plans, Federal, State and Local partner plans, fire safe councils, utility provider plans, etc.).
* Document the scope, geography, and status of each plan.

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| Consultant Personnel | Estimated Hours | Hourly Rate | Estimated Cost | Notes |
|   |   |   |   |   |
|   |   |   |   |   |
|   |   |   |   |   |
|   |   |   |   |   |
| TOTAL | [Sum of Hours] |   | [Sum of Costs] |   |

# **2. Data Extraction from Plans**

* Extract key goals, project types, and priorities from the collected plans.
* Extract Geographic data where needed.
* Emphasize elements related to fuel reduction, capacity building, and ecological health.

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| Consultant Personnel | Estimated Hours | Hourly Rate | Estimated Cost | Notes |
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|   |   |   |   |   |
| TOTAL | [Sum of Hours] |   | [Sum of Costs] |   |

# **3. Plan Alignment**

* Analyze overlaps and gaps among plans.
* Identify opportunities for alignment across NSVC member counties.

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| Consultant Personnel | Estimated Hours | Hourly Rate | Estimated Cost | Notes |
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|   |   |   |   |   |
| TOTAL | [Sum of Hours] |   | [Sum of Costs] |   |

# **4. Plan Summary Database**

* Develop a structured, sortable spreadsheet or database e.g. must be publicly available such as Excel or something similar.
* Ensure format allows integration with GIS and regional mapping efforts.
* Note: NSVC has data standards in which may be used. Available upon request.

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| Consultant Personnel | Estimated Hours | Hourly Rate | Estimated Cost | Notes |
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|   |   |   |   |   |
| TOTAL | [Sum of Hours] |   | [Sum of Costs] |   |

# **5. Staff Training and Support (optional)**

* Deliver training or coaching sessions for district staff, e.g. 1/2 day, Full day.
* Provide supporting outreach materials, e.g., tip sheets or user guides, messaging.

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| Consultant Personnel | Estimated Hours | Hourly Rate | Estimated Cost | Notes |
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|   |   |   |   |   |
| TOTAL | [Sum of Hours] |   | [Sum of Costs] |   |

# **6. Language Accessibility (optional)**

* Translate up to [Insert Number] outreach documents into Spanish and/or other identified languages.
* Provide culturally appropriate, editable translations.

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| Consultant Personnel | Estimated Hours | Hourly Rate | Estimated Cost | Notes |
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|   |   |   |   |   |
| TOTAL | [Sum of Hours] |   | [Sum of Costs] |   |

# **Grand Total Estimate~~s~~**

|  |  |  |
| --- | --- | --- |
| Scope of Service Task | Total Estimated Hours | Total Estimated Cost |
| 1. Plan Compilation (Inventory) |   |   |
| 2. Data Extraction from Plans  |   |   |
| 3. Plan Alignment  |   |   |
| 4. Plan Summary Database  |   |   |
| 5. Staff Training and Support (optional)  |   |   |
| 6. Language Accessibility (optional)  |   |   |
| ALL CATEGORIES | [Sum of All Estimated Hours] | [Sum of All Estimated Costs] |

Please include estimated travel, supplies, other costs.

Additional Notes, if necessary.