REQUEST FOR PROPOSALS
CUMBERLAND COUNTY, ILLINOIS
NATURAL HAZARD MITIGATION PLAN

Cumberland County Emergency Management Agency is seeking proposals for professional services from qualified firms or individuals to create a multi-jurisdictional natural hazard mitigation plan (NHMP). The firm or individuals awarded a contract will be required to prepare a plan and conduct all necessary work needed to receive approval by the Illinois Emergency Management Agency (IEMA) and the Federal Emergency Management Agency (FEMA).

Proposal Content & Evaluation
Each proposal should describe how FEMA requirements will be fulfilled to create the plan. All proposals must include the following components:

- **Organization Overview** which includes the name(s) of all individuals who will conduct the work to research and create the NHMP including their office location, and a summary of their experience with preparing these types of Plans.
- **Scope of Work** which describes each task recommended to produce an approved plan.
- **Recommended Approach for creating the Plan**
- **Schedule** showing milestones of activities to complete the plan.
- **Cost Estimate**
- **Three References**

Applicants who have success in obtaining FEMA approval of these plans and knowledge of weather, hydrology, topography and other technical information about South Eastern Illinois will receive higher consideration.

Award & Length of Contract
Award of this contract is contingent upon Cumberland County receiving grant money to fund the plan. Creating the plan is anticipated to take between twelve and eighteen months once grant funding is approved.

Submissions
Proposals must be submitted no later than September 30, 2020. Electronic submissions are preferred.

Cumberland County Emergency Management
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