

**Responses to Fire Services Master Plan and Community Risk Assessment RFP  
Questions that have been submitted by March 13, 2026.**

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**1. Does the Town have a previous Community Risk Assessment, fire services review, or strategic document that will be made available to proponents?**

The Town does not have a formally adopted Community Risk Assessment or Fire Services Master Plan. However, relevant background documents including the Town's Municipal Development Plan, previous fire department annual reports, and any applicable emergency services bylaws will be made available to the successful proponent upon project award.

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**2. Will historical response data (including call types, turnout times, travel times, and total response times) be available in electronic format?**

Yes, the Fire Department maintains response data in electronic format. Historical records from the previous records management system (FirePro2) are backed up and available, and the Department transitioned to First Due for fire management and response tracking in June 2025. Historical call data for a minimum of the previous five (5) years, including call types and response time components, will be provided to the successful proponent. Proponents should outline in their proposal any specific data requirements or format considerations given the transition between systems.

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**3. Are GIS mapping layers (building stock, hydrant locations, road network, future growth areas) available for analysis?**

Yes. The Fire Department's current management system, First Due, includes integrated GIS mapping with hydrant locations and other relevant layers. The Town also maintains GIS data for building stock, road network, and future growth areas as identified in the Municipal Development Plan. This data will be made available to the successful proponent. Proponents should specify in their proposals their preferred file formats and any integration requirements.

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**4. Has Council established a preliminary budget range for this initiative?**

The Town has not publicly disclosed a budget range for this project. Proponents are encouraged to submit comprehensive proposals with itemized costs for both phases.

Competitive pricing is a factor in the evaluation process; however, value and proven expertise are equally weighted.

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**5. What level of public and stakeholder engagement is envisioned (e.g., online survey, open house, targeted workshops)?**

The Town expects meaningful engagement appropriate for a community of Blackfalds' size. At minimum, proponents should propose strategies that may include online surveys, at least one (1) public open house per phase, and targeted consultations with key stakeholders such as the Fire Department membership, Town Administration, and Council. Proponents should clearly describe their recommended engagement approach in their proposal.

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**6. Should formal engagement with regional partners (Lacombe County, City of Red Deer, City of Lacombe) be factored into the scope?**

Yes. Given the Fire Department's service agreement with Lacombe County and mutual aid agreements with neighboring municipalities, engagement with these regional partners should be included in the scope. This is particularly relevant for the Service Delivery Model Analysis and Emergency Response and Interoperability Protocols sections of the Fire Services Master Plan.

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**7. Will administrative support be available for coordination of engagement sessions and communications?**

Limited administrative support will be available to assist with booking Town-owned facilities for engagement sessions and distributing information through the Town's existing communication channels (website, social media, newsletters). The successful proponent remains responsible for organizing, preparing materials, and conducting all engagement activities as outlined in the RFP.

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Sincerely,

Robert Côté, Fire Chief

March 18, 2026