



**REQUEST FOR PROPOSALS**  
**Lane Regional Air Protection Agency (LRAPA)**  
**Program Coordination & Best Practices Consultant**

**Mandatory Pre-Proposal Conference Meeting 12/19/2024**

**RFP Number:** LRAPA RFP 24-12-01  
**Meeting Date:** December 19, 2024, at 1pm PST  
**Attendees:** Beth Dufeck, Uncommon Bridges, Justin Overdeest, Parametrix,  
Travis Knudsen, LRAPA, and Matt Sorensen, LRAPA

**Additional Questions and Responses:**

- **Budget-** *Can the budget submitted with the proposal have minor changes to allocated totals for Best Practices Toolkit & Facilitation listed in the RFP at \$37,000 and Program Coordination & Collaboration Support at \$47,000 if the total remains \$84,000?*

Yes, adjustments to the amounts per category are acceptable if they do not exceed the budgeted total of \$84,000.

- **Project Legacy-** *How does this work connect to existing grant work in Oakridge?*

This grant builds upon a Targeted Airshed grant in Oakridge that was focused on the impacts of wintertime wood stove smoke impacts on the airshed and involved heat pump installation and weatherization of homes. The grant for this RFP is focused on summer wildfire smoke impacts and continues the instillation of heat pumps, home hardening, to help residents safely navigate summer wildfires and avoid the negative impacts of wildfire smoke.

- **Leadership-** *Is the contractor expected to serve as the leader for the project or is there an existing leadership team?*

There is an existing leadership structure and team in place (Southwest Willamette Solutions and other partners). The contractor will join the leadership structure to help guide and coordinate work moving forward. Community engagement and facilitation of grant coordination will be required in addition to compiling data collected from numerous Oakridge Air/grant partners for reporting.

- **Toolkit-** *Does LRAPA have an example of a toolkit for their desired grant toolkit?*

LRAPA does not have an example of a toolkit to reference. LRAPA expects the contracted team to develop a document that will capture and explain the scope of work/actions the Oakridge Air team does to help residents navigate wildfire smoke in Oakridge.