Wheatland Regional Emergency Management Partnership Resource Registration

PURPOSE

The Wheatland Regional Emergency Management Partnership (WREMP), representing Wheatland County, the Town of Strathmore, the City of Chestermere and the Villages of Hussar, Rockyford, and Standard, is encouraging respective parties to gauge participation in an expression of interest regarding available resources in the event of an emergency. We are looking for individuals or organizations committed to the safety and well-being of their communities and with resources that could be exploited in a crisis.

The WREMP invites submissions from qualified parties of various specialties to be included on a registered list for hired equipment, personal needs resources, and contractors for short-notice emergency services as required. During emergencies, the use of hired equipment and/or contact services may be essential; contractors will be called to provide various services. Examples of services that may be required, but not limited to, may include:

- Specialized contractors include electricians, mechanical contractors, millwrights with welding experience, certified gas fitters, gas plant operators, instrumentation technicians, and general contractors.

- Equipment owners and operators specializing in maintenance and repair of water and sewer systems; excavating and trenching; paving and concrete work; equipment rentals (including operators); waste and wastewater hauling; agricultural farming.

- Owners of lodging or food services and ESS volunteers

Submissions shall be marked "Resource Registration" and can be submitted to the Strathmore Fire Department, 721 Lakeside Blvd Strathmore, AB, T1P 1B8 or emailed to sara.coutts@strathmore.ca.

Contractors must meet the following requirements:

- All equipment must be owned or leased-to-own
- Must have a minimum of $2 million liability insurance
- Must have Workers' Compensation Board coverage registration

BACKGROUND

This document will establish the basic terms used in a future agreement between Wheatland Regional Emergency Management Partnership and interested parties. The terms in this document are not comprehensive, and it is expected that additional terms may be added. Existing terms may be changed or deleted. The basic terms are as follows:

Non-binding

1. This document does not create a binding agreement between WREMP and interested parties and will not be enforceable.

Arrangement Description

2. The subject of this arrangement is described as follows:

   - Throughout the year of 2023, Wheatland Regional Emergency Management Partnership would like to establish a list of available resources in the event of an emergency.
   - Resource Registration forms are to be filled out and send in for review. Contact will be made to each applicant with information regarding needs for presented resources.

Closing Date

3. The arrangement will be completed **on December 31st, 2024**. All obligations as indicated in the future agreement will be completed and met by the closing date.

Representation

4. If the interested parties are found to be providing untrue information about resources upon the closing date, they will be terminated from the process and will not be further considered.

Registration Procedure:

1. Submit a completed Resource Registration form. Equipment photos are encouraged but not required.
2. Ensure reference contact names and phone numbers are current to provide efficient means of communication.

3. The WREMP will create a contractor call-out list based on the following considerations:
   - **Proof that the contactor has – please submit the following copies of:**
     - Comprehensive general liability insurance covering:
       - General liability
       - Personal injury
       - Property damage

     - Vehicle insurance for all vehicles intended to be contracted by the WREMP.
   - Work experience, certification, and references
   - Rates – mandatory documentation must be in place
   - Equipment working condition and age
   - Once hired, equipment and operators will be expected to perform at a reasonable level. If the situation develops where the performance is not acceptable, suspension or termination may result.

The WREMP makes no warranty and in no way guarantees work will be provided to contractors that submit Resource Registration Forms. The request for information regarding resources registration should in no way be perceived to be a procurement process.

Wheatland Regional Emergency Management Partnership Resource Registration Form

Name of Registered Owner/Company:	
Contact Name:	
Address:	**Postal Code:**
Phone:	**Email:**

Description of Resources that can be provided:

Please fill out the appropriate table below:

Equipment Registration (*Please fill out one table per resource.*)

Equipment Type	
Year	
Make & Model	
Capacity	
GVW (kg)	
Hourly Rate	$
Daily Rate	$

Equipment Type	
Year	
Make & Model	
Capacity	
GVW (kg)	
Hourly Rate	$
Daily Rate	$

Equipment Type	
Year	
Make & Model	
Capacity	
GVW (kg)	
Hourly Rate	$
Daily Rate	$

Equipment Type	
Year	
Make & Model	
Capacity	
GVW (kg)	
Hourly Rate	$
Daily Rate	$

Lodging Services (*Please fill out one table per resource.*)

Lodging Type	
Building Capacity	
Employee Capacity	
Supply Overstock	
Parking Capacity	
Number of Rooms & Beds	
Room Rates	$

Lodging Type	
Building Capacity	
Employee Capacity	
Supply Overstock	
Parking Capacity	
Number of Rooms & Beds	
Room Rates	$

Food Services

Restaurant/ Catering Type	
Type of food	
Max Capacity of meals	
Price Range for meals	$
Delivery ability	

Restaurant/ Catering Type	
Type of food	
Max Capacity of meals	
Price Range for meals	$
Delivery ability	

Volunteer Services (*Please fill out one table per resource.*)

Name (First & Last)	
Phone Number	
Email	
Experience/Qualifications	

Name (First & Last)	
Phone Number	
Email	
Experience/Qualifications	

Name (First & Last)	
Phone Number	
Email	
Experience/Qualifications	

Name (First & Last)	
Phone Number	
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