



North Dakota Legislative Council

Prepared for the Emergency Response Services Committee
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DRAFT REQUEST FOR PROPOSALS FOR CONSULTING SERVICES

Section 1 of Senate Bill No. 2340 (2025) allows the Legislative Management to contract with a consultant to study the evolving fire service operational and response needs of the state. The following contains the proposed language to be included in a request for proposals for consulting services directed to prospective fire service regional response model consultants:

The North Dakota Legislative Management is seeking proposals for consultant services for assistance in the study of evaluating the evolving fire service operational and response needs of the state. The Legislative Management has assigned the study responsibilities to the interim Emergency Response Services Committee, Representative Jim Grueneich, Chairman. Your organization is invited to submit a proposal for providing consulting services to the committee by Friday, December 5, 2025.

The selection of the consultant will be made by the Emergency Response Services Committee, subject to approval by the Legislative Management Chairman.

As provided for in Section 1 of Senate Bill No. 2340 (2025), the Legislative Management and Legislative Council were provided with the authority to seek consulting services to study the evolving fire service operational and response needs of the state. The study must include an examination of the:

1. Coordination of efforts of existing state resources for improved fire emergency service organization, distribution, mobilization, training, and oversight.
2. Creation of fire service regional response teams.
3. Establishment of authority for response, standardized training, wildland-urban interface fire prevention codes, and emergency response operational initiatives and responsibilities.
4. Existing staffing abilities to cross-train, and provide further services, backfill during extended or complex emergencies, minimum training requirements, staff firefighting authorities, firefighting benefits, necessary equipment, and structural needs.
5. Identification and implementation of a restructuring of financial support for state and local fire service in North Dakota, reducing the dependency on local property tax.
6. Changes necessary to state laws and administrative rules to implement a unified model.

The resulting contract will require the consultant to conduct a study of the items noted above and require periodic reports to the Emergency Response Services Committee on the status of the project and on tentative findings and recommendations. The final written report will be due by March 27, 2026 (or other date identified by the committee).

Each proposal should include:

1. Information on the individuals who would conduct the study, indicating educational and employment experiences, and the company's experience with fire service and regional response needs;

2. Representative samples or summaries of related studies conducted by the company and the status of the implementation of any recommendations; and
3. References for previous related studies.

Proposals must include a proposed contract amount and should be inclusive of all expenses. Consultants under contract for the state should be able to obtain lodging in the state at the rate provided by law for state government officials and employees (\$110 per night plus tax). Meals should be reimbursed at a maximum rate of \$45 per person per day.

The Legislative Management intends to award contracts based on the information contained within the proposals received as well as information received from other sources. The Legislative Management reserves the right to accept or reject any or all proposals and to award contracts that the Legislative Management considers the most advantageous to the state.

If you are interested in submitting a proposal for providing these services, please submit your proposal to the Legislative Council office by Friday, December 5, 2025. The committee plans to meet in late December 2025, at the State Capitol, Bismarck, North Dakota, to hear formal presentations from consultants submitting proposals.

The Legislative Council is the point of contact for this request for proposal. All consultant communications regarding the request for proposal should be directed to the Legislative Council.