



*CANADIAN INTERAGENCY FOREST FIRE CENTRE INC.
CENTRE INTERSERVICES DES FEUX DE FORÊT DU CANADA INC.*

REQUEST FOR QUOTATION
Professional Consulting Services:
Emerging Wildfire Technology Registry and
Assessment Program

August 4, 2026

1. Definitions

CIFFC means the Canadian Interagency Forest Fire Centre Inc.

DTACC means the Data and Technology Advisory Coordination Committee.

ETRAP means the Emerging Wildfire Technology Registry and Assessment Program.

Participant means anyone submitting a response to this RFQ.

RFQ means Request for Quotation.

2. Request for Quotation

CIFFC is extending an invitation to interested parties to provide quotations for professional consulting services in support of ETRAP.

Canadian wildfire agencies are increasingly approached by vendors, innovators, researchers, and service providers offering technologies intended to support wildfire prevention, preparedness, detection, prediction, response, recovery, fuels management, aviation, communications, analytics, artificial intelligence, and related functions.

Information about these technologies is currently collected through inconsistent and largely informal processes. This can result in duplicated effort, fragmented knowledge, inconsistent evaluations, limited visibility into technology deployments, and repeated demands on agency subject-matter experts.

ETRAP is intended to establish a coordinated and repeatable national approach for gathering, assessing, documenting, and sharing information about emerging wildfire technologies, products, services, vendors, and innovations.

The selected Participant will provide research, analysis, documentation, stakeholder engagement, and program-design support to establish the initial ETRAP foundation.

This engagement does not include custom software development or implementation of a production registry platform. The selected Participant will, however, be expected to validate and document business and functional requirements for a future registry solution.

ETRAP will not endorse products, certify vendors, conduct procurement activities, make purchasing recommendations, perform formal product testing, or direct operational deployment decisions.

CIFFC shall not be responsible for any costs incurred by any Participant in preparing, submitting, or presenting quotations. All responses and accompanying documentation received under this RFQ shall become the property of CIFFC and shall not be returned.

This RFQ may not result in a contract award and contains no contractual offer of any kind. Any quotation received will be treated as an offer by the Participant and not as acceptance of an offer made by CIFFC.

Responses received unsigned or after the RFQ closing date and time will not be considered. Responses that are ambiguous, unclear, incomplete, or unreadable may not be considered.

RFQ Submission

CIFFC is interested in the Participant's current ability to provide independent and objective research, analysis, documentation, and program-design support.

Participants must clearly highlight the merits of their submissions and particularly note the following, though not necessarily exhaustive, requirements:

- i. Experience conducting emerging technology research, environmental scans, market analysis, technology assessments, or comparable assignments.
- ii. Experience working with wildfire, emergency management, public safety, natural resources, government, research, or multi-jurisdictional organizations.
- iii. Experience assessing diverse technologies, including artificial intelligence, analytics, sensors, remote sensing, aviation, communications, and decision-support systems.
- iv. Experience developing registries, repositories, assessment frameworks, taxonomies, data models, intake processes, or knowledge-management resources.
- v. Ability to present complex technical and market information clearly for technical and non-technical audiences.
- vi. Ability to remain objective and avoid actual or perceived vendor endorsement.
- vii. RFQ submissions must include:
- viii. A statement indicating the Participant's understanding of the project and proposed methodology based on the deliverables in Section 4.
- ix. A summary of the products and services to be provided, with approximate timelines.
- x. Identification and qualifications of the proposed project team.
- xi. Examples of at least three comparable projects completed within the previous five years.
- xii. Contact information for at least two clients for similar projects, to be used as reference checks if required.
- xiii. An indication of the earliest date the Participant could begin the project.
- xiv. Disclosure of any actual, potential, or perceived conflicts of interest, including relationships with technology vendors.
- xv. A fixed-cost quotation for the total project, including hourly or daily rates for key personnel.
- xvi. All assumptions, exclusions, dependencies, optional services, and potential additional costs.

Submissions should not exceed 15 pages, excluding resumes and appendices, and must use a minimum 10-point font.

Submissions must be received electronically through MERX by **2:00 p.m. Central Time on August 25, 2026**.

All submissions and amendments received after the closing date and time will not be accepted.

Participants are requested to submit any questions regarding this RFQ, in writing, no later than **2:00 p.m. Central Time on August 18, 2026**, to the following individual. Enquiries and responses will be recorded and may be distributed to all Participants.

Emmanuel "Manny" Diaz

emmanuel.diaz@ciffc.ca

204-784-2041

3. RFQ Schedule of Events

RFQ Issue Date: August 6, 2026

Deadline for Participant Enquiries: August 20, 2026

RFQ Submission Closing: August 27, 2026

Follow-up Questions to Participants, if required: August 26 to September 4, 2026

Anticipated Participant Selection: September 11, 2026

If, after analysis of the submissions, CIFFC wishes to proceed with one of the quotations, the Participant will be required to enter into a contractual arrangement with CIFFC.

The tentative project timelines are:

Project Start Date: September 21, 2026

Project Work Plan Due: October 2, 2026

Draft Registry and Requirements Package: December 2026

Draft Annual Report and Transition Package: February 2027

Project Completion: March 31, 2027

The dates above are anticipated and may be changed by CIFFC.

4. Project Scope and Deliverables

Deliverables for this project include:

i. **Project Work Plan**

Develop a detailed work plan identifying activities, milestones, stakeholders, dependencies, risks, review points, and deliverable dates.

ii. **Emerging Wildfire Technology Registry**

Design and populate an initial structured registry of emerging wildfire technologies, products, services, vendors, innovators, and research initiatives.

The registry should support at least 50 initial technology records, subject to the availability of information and stakeholder participation.

The registry data model should include, where applicable:

- vendor and product information;
- wildfire use case and technology category;
- Technology Readiness Level;
- Integration Readiness Level;
- Operational Readiness Level;
- deployment and evaluation history;
- cost and hosting models;
- data, security, interoperability, and training considerations;
- agency observations and lessons learned;
- lifecycle status;
- supporting documentation; and
- vendor engagement history.

iii. **Technology Assessment Framework**

Develop a standardized, high-level technology assessment framework covering:

- operational relevance;
- technology maturity and readiness;
- available evidence;
- implementation complexity;
- interoperability;
- data and security considerations;
- training and support;
- cost model;
- known risks and limitations; and
- agency experience.

The framework must remain neutral and must not constitute endorsement, certification, procurement advice, or operational approval.

iv. Vendor, Innovator, and Agency Intake Processes

Develop practical processes for:

- vendor and innovator registration;
- technology submissions;
- agency contributions;
- review, moderation, and approval;
- demonstrations, pilots, evaluations, and lessons learned;
- vendor engagement tracking; and
- record updates and archiving.

v. Information Access and Governance

Recommend:

- public, agency-only, and administrative information views;
- roles and permissions;
- review and approval responsibilities;
- information classification;
- data ownership and stewardship;
- registry maintenance responsibilities; and
- a clear registry disclaimer.

vi. Requirements Package

Validate and refine CIFFC's existing ETRAP requirements and prepare a consolidated package covering:

- business and functional requirements;
- registry data model;
- workflow requirements;
- search and reporting requirements;
- security and access requirements;
- accessibility;
- auditability;
- data retention;

- interoperability; and
- future implementation considerations.

vii. Technology Intelligence and Annual Reporting

Prepare:

- technology intelligence briefs, as requested;
- an annual Emerging Technology Report;
- recommendations for future priorities; and
- a transition package containing all final templates, guidance, and editable source materials.

CIFFC will entertain additional deliverables recommended by the Participant that would contribute positively to the project.

This RFQ does not extend to implementation of a production registry platform or implementation of any recommendations for change.

5. Quotation

Please provide the fixed-fee quotation in the following format:

Item	Fixed Fee
Project work plan	\$
Registry design and initial population	\$
Technology assessment framework	\$
Vendor, innovator, and agency intake processes	\$
Information access and governance model	\$
Requirements package	\$
Technology intelligence briefs	\$
Annual report and transition package	\$
Optional services	\$
TOTAL, excluding applicable taxes	\$

Please provide hourly or daily rates for key personnel involved in the project:

Title or Role	Hourly Rate	Daily Rate
	\$	\$
	\$	\$
	\$	\$

Participants must separately identify anticipated travel, third-party costs, software or subscription costs, assumptions, exclusions, and any other reimbursable expenses.

Pricing must remain valid for 90 days following the RFQ closing date.

6. Evaluation Criteria

Quotations will be evaluated based on the following criteria:

Evaluation Category	Description	Weight
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Relevant Experience and Track Record	Experience with emerging technology research, registry design, technology assessment, wildfire, public safety, government, or multi-agency assignments	20%
Understanding of the Assignment	Understanding of ETRAP objectives, scope boundaries, neutrality requirements, risks, and intended outcomes	15%
Proposed Approach and Methodology	Clarity, practicality, completeness, and defensibility of the proposed research, registry, assessment, engagement, requirements, and reporting approach	25%
Project Team Qualifications	Relevant experience, roles, responsibilities, availability, and capacity of proposed personnel	15%
Pricing and Value	Cost clarity, alignment with scope, reasonableness of effort, and overall value	20%
References and Past Performance	Quality and relevance of client references and demonstrated reliability	5%
TOTAL		100%

CIFFC may request clarification, conduct reference checks, invite Participants to an interview or presentation, verify qualifications, request revised pricing, negotiate scope or terms, or reject any or all submissions.