

TOWN OF PLYMPTON  
REQUEST FOR QUOTES  
EMERGENCY PREPAREDNESS PLAN

Notice is hereby given that the Town of Plympton is soliciting written quotations pursuant to M.G.L. c.30B, to acquire the services of a Consultant to prepare an Emergency Preparedness Plan (the "Project") in accordance with any and all applicable Massachusetts Emergency Management Agency (MEMA) standards.

The Town is seeking consultant services for the development of an Emergency Preparedness Plan that will outline the steps in order to activate an Emergency Operations Center and also outline the steps needed in order to effectively respond to a variety of disaster scenarios that may be applicable to our Town or region. The Town already has an approved Hazard Mitigation Plan. The purpose of this new Emergency Preparedness Plan is to serve as a guide for Town officials in disaster scenarios and to guide future strategies for equipping and maintaining a functional Emergency Operations Center; the required deliverable at the end of the Project is a complete, tangible document that is suitable for public consumption. The Project must be completed no later than June 30, 2024. The Town is receiving grant funding for this project through the Commonwealth's Community Compact Program and Executive Office for Administration and Finance and as such, there is a not to exceed limit of \$24,500.00 for the consultant services necessary for the successful and full completion of this Project, including any and all work incidental or related thereto.

Written quotations and a Non-Collusion Certificate must be submitted before 11:00 a.m. on Wednesday August 23, 2023, either via email: [townadmin@plymptontown.org](mailto:townadmin@plymptontown.org) or by mail to the Plympton Town House, Attn: Town Administrator, 5 Palmer Road, Plympton, MA 02367 with the outer envelope clearly marked with the words "**Emergency Preparedness Plan**".

The Town reserves the right to cancel the Request for Quotes and/or to reject any and all proposals/quotations.