



## City of Grass Valley City Council Agenda Action Sheet

---

**Title:** Authorization to Issue a Request for Proposals (RFP) for a Fire Department Standards of Cover Study

**CEQA:** Not a Project

**Recommendation:** That Council 1) approve the Fire Department to issue a Request for Proposals (RFP) and conduct a competitive procurement process for a comprehensive Fire Department Standards of Cover (SOC) Study.

**Prepared by:** Mark Buttron- Fire Chief

**Council Meeting Date:** 02-10-2026

**Date Prepared:** 01-19-2026

**Agenda:** Consent

**Background Information:** The Fire Department is requesting City Council authorization to issue a Request for Proposals (RFP) for a Standards of Cover (SOC) Study. A SOC Study is a nationally recognized evaluation that analyzes community risk, service demand, deployment models, response performance, and resource allocation. The results of the study will provide data-driven recommendations to ensure the City's fire and emergency services are aligned with community risk, service expectations, and best practices.

The City of Grass Valley Fire Department has experienced significant changes in recent years, including increased call volume, expanded service delivery, enhanced staffing models, implementation of Advanced Life Support (ALS) services, and growing wildfire risk.

In addition to service demands within the City, the Grass Valley Fire Department is increasingly impacted by responses to partner agencies throughout Nevada County. Due to the geographic location of the City's fire stations and the regional closest-resource response model, Grass Valley units are frequently dispatched to incidents outside City limits to support neighboring agencies. These responses are a critical component of regional emergency service delivery but also influence unit availability, concurrency, and response performance within the City.

A Standards of Cover Study is a foundational planning tool used by fire agencies to objectively assess current service levels, identify gaps, and establish measurable performance benchmarks such as response time objectives, staffing models, apparatus deployment, and station location effectiveness.

The proposed RFP will seek qualified consulting firms with demonstrated experience conducting fire service Standards of Cover studies consistent with industry standards, including the Commission on Fire Accreditation International (CFAI) and National Fire Protection Association (NFPA) guidance.

The Fire Department will also reach out to regional partner agencies to explore opportunities for collaboration and data sharing as part of the SOC Study. Coordination with partner agencies will help ensure the study accurately reflects regional response patterns, mutual aid utilization, and the operational realities of providing service within a countywide system.

The scope of work is expected to include, but not be limited to:

- Community risk assessment and hazard analysis
- Evaluation of current and projected service demand
- Review of response performance and deployment strategies
- Analysis of staffing, apparatus, and station locations
- Evaluation of regional response patterns and mutual aid impacts
- Identification of service gaps and operational risks
- Development of performance benchmarks and improvement recommendations

Issuing an RFP does not obligate the City to award a contract. Any recommended consultant selection and contract award will be brought back to City Council for approval.

Authorization to issue an RFP for a Standards of Cover Study is a proactive step that supports responsible planning, transparency, and data-driven decision-making. The study will provide City Council with objective information regarding both City and regional service demands and will support informed policy, staffing, and capital planning decisions in alignment with community and regional public safety needs.

**Council Goals/Objectives:** Exceptional Public Safety consistent with the City of Grass Valley Strategic Plan

**Fiscal Impact:** There is no immediate fiscal impact associated with issuing the RFP. Potential funding sources will be determined based on the level of participation by partner agencies.

**Funds Available:**

**Account #:**

**Reviewed by:**

**Attachments:**