



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

REQUEST FOR PROPOSALS

Extreme Heat Assessment and Response Planning

ADDENDUM NO. 1

August 28, 2023

By this Addendum #1, the Request for Proposals document for the above noted Project shall be amended as specified below. The addendum is being issued to update information in the Request for Proposals document.

Questions Received:

Question 1: Would the RDOS please consider granting an extension to the proposal deadline? The period of time between the last day for issue of the addenda (August 21st) and the current proposal submissions deadline (August 25th) leaves little time to reasonably reflect question responses in the submitted proposal.

Answer 1: Due to the situation with the wildfires in the area, the Regional District of Okanagan Similkameen (RDOS) was not able to provide this addenda prior to the date in the RFP, the deadline will be extended until September 8, 2023 for submissions to allow extra time for the addenda and situation in the RDOS.

Question 2: Does the scope of work for this project include updating any Interior Health mapping data that may be out of date?

Answer 2: The IH data is meant to be a starting point for the vulnerability of each community, with input during the community engagement events to build out that community's risk profile. There is flexibility in using other sources of data as a basis to build the community's heat risk profile and can be discussed in the proposal.

Question 3: Is the intent for the heat assessment & resilience recommendations to focus exclusively on buildings and parks, or is community health, emergency management, ecological health, and other resilience pathways also within scope?

Answer 3: For this project, the purpose is to provide a framework for future activities. The reason for the focus on buildings and parks is this report will allow communities to apply for grants to retrofit buildings, or provide guidance on park changes to account for extreme heat events. At the moment, other resilience pathways are not being considered in this grant, but may be incorporated as recommendations for future activities to take that can build off the work done in this project.

Question 4: Are design concepts and cost estimates expected for all recommended resilience strategies coming out of this project?

Answer 4: Preliminary cost estimates are expected for any recommended resilience strategies.

Question 5: Page 11 of the RFP notes "in addition, the parks long-term action plan will use identified needs assessments for misting stations, water stations, ..." is the intent for this long-term action plan to be complete by the consulting team as part of this project, by community partners following the project, or has it already been completed as an input for work on this project?

Answer 5: The RDOS has done that and it is an input for this project. Not every community taking part in the grant has done this, but the RDOS's plan can be provided to the other communities as a template for those that do not have one.

Question 6: Is the contingency for honoraria to be provided separately by RDOS outside of the project budget, or is it expected that the consulting team would include these honoraria as part of the project budget?

Answer 6: It is expected to be part of the project budget.

Question 7: RFP Section 2.2 Proponent Team notes that "a description of each individual's role and a copy..." what document does "a copy" refer to?

Answer 7: A copy of each individuals resume should be included in the proposal.

Question 8: Are the "Scope of Work Items" listed in the table on pg 34 of the RFP (Pricing Form - Fixed Lump Sum Prices) the only categories of work allowed, or can other tasks be added in place of or addition to these tasks?

Answer 8: Those are the deliverables we are looking for and put in when we applied for the grant funding. If you think there is value in other tasks being done as part of the project, then those can be added in during the proposal and costed for in the price form. Other tasks can be added in addition to the list; consideration may be given to replacement of items that may not fall into the successful candidates scope of practice, however it is the RDOS's intention to review all items listed in "Scope of Work". Rationale will be required for removal of scope of work items.