

**CITY OF DUNCAN**  
**REQUEST FOR PROPOSAL**  
**DOWNTOWN PARKING DEMAND STUDY**

**RFP 2019 – 06**  
**(November 4, 2019)**

**ADDENDUM #1**

The following questions have been received in relation to the above proposal. Answers are provided in **RED** below the questions.

1. Is there a page limit on the proposal submission?

**There is no page limit for the proposal submission**

2. What is the City's budget allocation for the Downtown Parking Demand study?

**There is no specific budget allocation yet. We will review the proposals and then take a budget recommendation to Council with the recommended proposal.**

3. What is the project duration? When is the anticipated award date and when is the final report due?

**The anticipated award date is December 3<sup>rd</sup>.**

4. Page 10 indicates that parking data should be collected in December 2019, May 2020 and Possibly July 2020. However, under data collection methods (bullet 7), on-street parking data in the core area is required on two days- Thursdays and Saturdays for two separate weeks. Does that mean that the parking data is required for six weeks (two weeks each in Dec 2019, May 2020 and July 2020)? Please confirm.

**We will require one Thursday and one Saturday for each of the three months, making a total of two collections per week for three weeks.**

5. Page 10- Future parking requirements: does the consultant need to review current zoning/municipal bylaws related to parking policies, EVs and others?

**Yes.**

6. Page 14: Appendix A: No points/weightage has been provided for technical/company experience/price submission? Is this something we should know at this stage?

**No, The City does not use specific evaluation weighting. The table is provided to generally describe evaluation method**

7. Is this work program a continuation of the 2017 -07 Downtown Parking Study? Is involvement with that project an advantage??

**No. No contract was awarded under the 2017 RFP, and that project was never initiated. Council decided to not proceed with that project and instead approved the issuance of the RFP for the parking demand study. There is no possibility of an advantage to be gained by any proponent due to previous related work.**