

# Addendum #1



**To:** Prospective Bidders **File No:** RFP 2021-01 Q01  
**Date:** January 14, 2021  
**From:** Brian Murphy, Director of Public Works & Engineering  
**Re:** Response to Bidder Questions #1 RFP 2021-01

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**Please review the following responses to bidder questions that were submitted in regards to City of Duncan RFP 2021-01 Transportation and Mobility Strategy.**

1. Regarding the required Transportation / Land-Use model, can you please clarify what is the City's preferred software modeling to be used?

*Response: Bidders should recommend the modelling software to be used. The City is of the understanding that other regional partner(s) have utilized Synchro and SimTraffic.*

2. To the above, is there an existing model available that can be updated, and if so, would it be available to the successful proponent?

*Response: There is no existing model available.*

3. Section 9 and 10 of the RFP indicates consideration for on- and off-street parking in residential areas as well as downtown parking capacity conditions. Please clarify the extent of the parking review intended and whether parking capacity surveys and analysis are expected?

*Response: The intention is for a desktop study to be completed and general recommendations to be provided.*

4. Also with regards to the parking evaluation extent of this RFP, it is understood a Downtown Parking Demand Study (RFP No. 2019-06) was intended to be awarded in late 2019. Was this study completed? and if so, what would be the overlaps (if any) with the parking review required as part of this study? Would parking data and findings from the downtown parking study be available for the successful proponent?

*Response: This project was not awarded and the study was not completed.*

5. Can the City provide information on what traffic data is available (i.e. type, year/date, etc.)?

*Response: The City has a series of traffic counts from 2015 from approximately nine locations in the City. This data can be provided to the successful consultant. The City also has a traffic counter in one location that may provide some recent data from this location. However, bidders should not count on receiving useable data from this counter.*

6. Will electronic submission be accepted?

*Response: Considering current circumstances, the nature of an RFP, and concerns about the current reliability of couriers, the City will accept e-mail or electronic submissions for the adjusted submission deadline (see below). Where applicable, Proponents are requested to follow their electronic submission with the printed hardcopies with a target date of February 8, 2021 for receipt of those hardcopies by the City. In the event of any discrepancy or question related to an electronic submission, the hardcopy will be used to resolve the matter.*

7. We would like to request an extension of the deadline by one week to February 5. Can this be accommodated?

*Response: The City will amend the Bid Schedule dates as follows. Specifically, the Submission Deadline is amended to **February 4, 2021** at 12:00pm local time.*

**Bid Schedule – Amended Dates**

Issue Date of RFP	December 22, 2020
Deadline for Questions	January 21, 2021 (two weeks before closing date)
Deadline for Issuing Addenda	January 28, 2021 (one week before closing date)
Submission Deadline	<b>February 4, 2021 12:00pm local time</b>
Rectification Period	February 8, 2021
Anticipated Ranking of Proponents	February 11, 2021
Anticipated Contract Negotiation Period	February 12 to 19, 2021
Anticipated Execution of Agreement	February 19, 2021

*Note: the amended submission date is highlighted; however, multiple dates have been amended in this table.*