

# Addendum #2



**To:** Prospective Bidders **File No:** RFP 2021-05 Q02  
**Date:** November 4, 2021  
**From:** Brian Murphy, Director of Public Works & Engineering  
**Re:** Response to Bidder Questions #2 RFP 2021-05

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**Please review the following responses to bidder questions that were submitted in regards to City of Duncan RFP 2021-05 Municipal Engineering Consultants Rotational Roster.**

1. Regarding 4.0 Scope of Work and Schedule, – 4.2 Extra Work – Pricing: Would the City like to see a Schedule of Fees for Extra Work in addition to Rates by Category for 2021-22, 2023 and 2024?

*Response: The Pricing and rate schedules submitted for Rates by Category will be sufficient. If Pricing is consistent across all Service Categories, then Pricing may be included in the Corporate submission. If different rates are required in one or more Service Categories, these rates must be clearly identified within the applicable Service Categories.*

2. Is it acceptable to attach detailed resumes for the Project Manager and Project Team members?

*Response: A separate section within the overall submission is required for each Service Category where the Proponent wishes to be pre-qualified. The Service Category sections must list the Key Personnel and Project History within each Service Category. Refer to Page 10 of the RFP regarding Key Personnel and Project History. The Key Personnel and Project History must be specifically related to each Service Category where the Proponent wishes to be pre-qualified.*

*It should be sufficient to attach detailed resumes for Key Personnel; however, there must be a clear indication of which Key Personnel and Project History is to be considered for each Service Category in order to be pre-qualified within that Service Category.*

*A Proponent may qualify in one, several, or all Service Categories based on their Key Personnel and Project History within those separate Service Categories and in accordance with the Service Categories the Proponent has identified in their Proposal.*