



Addendum No. 1

City of Coquitlam

RFP No. 25-026

Field Monitoring of Instream Works

Issue Date: March 11, 2025

Total Page Count: 2

Proponents shall note the following amendments to the RFP documents:

QUESTIONS AND CLARIFICATIONS

Q1. Extension request for one week?

A1. At this point in time, the City will not be extending the Closing Date and Time. Please monitor the City's website for further addenda.

Q2. Can the City provide a detailed and specific scope of work that will be budgeted for in the proposal? If not, what specific examples or formats of costing is the City seeking from applicants, and how should variability in task requirements be addressed in the cost estimates?

A2. The City is seeking hourly rates along with an estimated level of effort per task. This approach allows flexibility in accommodating the variability in task requirements.

Q3. Given the varying nature of the tasks, would the City consider requesting cost breakdowns by individual tasks or milestones, rather than a lump sum?

A3. As this is an "as and when required" service, the City will request quotes on a task-by-task basis as requirements arise.

Q4. What is the expected notice period for task assignments, and what response time will the City require once a task has been assigned?

A4. The City will provide a minimum of three business days' notice prior to assigning tasks.

End of Addendum No. 1

Proponents take into account the content of this Addendum in the preparation and submission of the Proposal which will form part of the Contract and should be acknowledged on the Proposal Submission Form.

Upon submitting a Proposal, Proponents are deemed to have received all addenda that are issued and posted on the City's website and considered the information for inclusion in the Proposal Submission.

Issued by:

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