



City of Richmond

April 13, 2012
File: 02-0775-50-4649/Vol 01

Business and Financial Services Department
Finance Division
Telephone: 604-276-4218
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Attention: To All Proponents

Dear Madame/Sir:

Re: Request for Proposal 4611P – Lulu Island Dike Master Plan - Addendum One

This Addendum includes items of clarification, forms part of the Contract Documents and shall be read, interpreted and coordinated with all other parts. Please review and consider the following information in the preparation of your Proposals:

I. Questions and Answers

- Q.1 Which department and staff member is managing this assignment for the City of Richmond?
- A.1 Andy Bell, Engineering Planning.
- Q.2 Will an internal steering committee be established? What departmental representation is expected as part of the staff workshop(s)? Are the workshop participants the same as those listed in 10.4 Meetings?
- A.2 Participants will be determined by both City Staff and the successful consulting team.
- Q.3 The RFP makes reference to a number of background documents which are said to be available to the Successful Proponent. We have not been able to locate them on the City website. Assessing background information is an important part of formulating the project understanding, work program, and budget of a proposal. Can the City make background documents available now, at a minimum being able to view a hard copy at the City?
- A.3 All of the listed bylaws are available on the City's web site. Other background materials are primarily modeling studies and the Draft Environmental Areas study. Staff does not believe either of these will be central or critical to the current assignment (the current assignment is not intended to be a modeling study). The City may be able to make these documents available for viewing at City Hall, upon written request to purchasing@richmond.ca.
- Q.4 Based on the information it has to date, has the City fully endorsed the recommendations made in the background documents, or are there particular items of uncertainty subject to further consideration?

- A.4 The City has generally followed the recommendations of the modeling studies.
- Q.5 What is the status and availability of the City's drainage models for West and East Richmond? Are they fully functional and can the selected consultant rely on their output for application to this study? Please confirm what hydrologic / hydraulic data will be available and in what form? Making the west and east Richmond Drainage reports available would assist us in evaluating the adequacy of this background information.
- A.5 There is potential to make the drainage models available. However, Staff does not envision the current assignment as a modelling study.
- Q.6 We assume that the City will have SCADA information available at all drainage pump stations? Does the City have a water level and water quality monitoring program elsewhere in the City? If so, how extensive and what data is collected? What form would data be available in?
- A.6 SCADA information can be made available, however, the City does not have significant inland flow monitoring or data. The City has limited flow data for the ALR that was compiled as part of the east Richmond modeling, and there is some SCADA data for the City's drainage pump stations.
- Q.7 Does the City track, or has it estimated, the distribution of water demands – in particular irrigation demand? And is irrigation demand known for the ALC lands separate from urban areas? Does City Parks track the irrigation water demand specific to their lands?
- A.7 The City does not rigorously track irrigation demands. The ALC is largely serviced for irrigation by the Fraser River, and the quantities utilized are not rigorously measured.
- Q.8 Engagement of stakeholder's can be a highly variable and costly part of the study process. Item 10.2 b) states "As appropriate, identify and gain input from key water management stakeholders.....". Can the City provide greater guidance on their expectations for this item? Is it the City, or the Consultant, that is determining "as appropriate"? If the City, what forum and to what extent – consultation of the public and committees in particular? For item 10.4 Meetings, Does the City have regularly scheduled environmental committee meetings with MOE / DFO?
- A.8 This will be determined cooperatively between Staff and the successful consultant.

Note: Proponents are advised that any assumptions and scope limitations should be stated in their Proposals.

Yours truly,

A handwritten signature in black ink, consisting of a large, stylized 'K' and 'G' intertwined.

Kerry Lynne Gillis
Buyer 2

KG:kg

pc: Andy Bell, Project Engineer
Lloyd Bie, Manager, Engineering Planning