



## RFP 25007 - ADDENDA

RFP TITLE: Rural Transit Needs Assessment & Action Plan

RFP NUMBER: 25007

ADDENDA: Submission Deadline Extension and Response to Questions for RFP 25007

ADDENDA DATE: Wednesday April 9, 2025

### 1. RFP PROPOSAL SUBMISSION DEADLINE:

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The proposal submission deadline has been extended to **Tuesday, April 22, 2025, at 4:00 pm PST** for RFP 25007 for a Rural Transit Needs Assessment & Action Plan.

### 2. QUESTIONS AND ANSWERS

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The following questions were received before the enquiry deadline of Monday, April 7, 2025.

#### PROPOSAL REQUIREMENTS:

QUESTION 1: The form "Schedule B- Proponent's Experience" only has a single line for project description. Please confirm that to save space may we put the project descriptions in the technical proposal and reference that section on the form.

- Yes, the form "Schedule B-Proponent's Experience" can refer to project descriptions included elsewhere in the proposal.

#### PROJECT SCOPE:

QUESTION 2: With respect to the reporting and final presentation deliverable (B.2.8 in the RFP), can you share how many presentations are anticipated and whether these would take place remotely or in-person?

- Up to three presentations are anticipated. Presentations may be delivered either in person or virtually based on the preference of the consultant hired.

QUESTION 3: Is it to be assumed that any recommendations coming out of this work will be implemented by the FVRD or will BC Transit be responsible for implementing them?

- Recommendations could be for implementation by the FVRD, BC Transit, as well as other third parties such as municipalities, First Nations, Fraser Health Authority, non-profits, private companies etc., as we are looking to explore any and all options to improve rural transit in the region.

QUESTION 4: From a review of the RFP it is not clear if/how (and how much) BC Transit will be involved in the study, could the FVRD please clarify BC Transit's anticipated role in this study?

- BC Transit would take on an advisory role, which would include representation on the Project Stakeholder Committee as this is not a BC Transit initiative.

QUESTION 5: The scope identified in the RFP requires the consultant to "review and analyze transportation data and trends" with respect to mode share, commute patterns and vehicle registration data. Will the FVRD be sharing this data for analysis? It is noted that vehicle registration data is available through ICBC and typically made available through the municipality/regional district.

- The FVRD will share all available transportation data and trends required for analysis recognizing some data limitations in rural areas.

QUESTION 6: What kind of trip data is available to the FVRD for the electoral areas and First Nation communities within the region and will this data be shared for analysis in task B.2.3?

- The FVRD will share all available data required for analysis. This data largely comes from Statistics Canada and is more limited for rural areas and First Nations communities. The FVRD is a member of the Community Data Program which provides some Census data at smaller geographic levels.

QUESTION 7: In section B.1.2 the RFP provides direction related to demographic review and identifies a number of populations groups. Will using Statscan data satisfy this requirement? Or will the FVRD provide more up to date population numbers for this work?

- The FVRD will share all available population data required for analysis, including additional population breakdowns and growth estimates associated with electoral areas, produced by FVRD staff, or Census data available through the Community Data Program.

QUESTION 8: Online engagement in rural areas/First Nation communities can be challenging for a number of reasons, what level of success has the FVRD had using its online platform with the communities identified in the scope document.

- The FVRD has seen mixed results with online engagement in rural and First Nation communities. Online methods are more effective when supported by targeted outreach or in-person efforts. In-person engagement remains the most effective approach and will be key to this project's success. Engagement from those who live in First Nation communities has typically been lower; however, there is strong interest in transportation and transit topics, which may boost participation for this project. Additionally, while broadband access has improved in electoral areas, connectivity challenges may still exist in some communities.

#### **PROJECT BUDGET:**

QUESTION 9: We understand the project is funded through RTSF and Fraser Health. Is FVRD actively seeking, or amendable to pursuing additional funding opportunities to increase the overall project budget for the project?

- No, the FVRD will not be looking at additional funding opportunities.

#### **RFP SUBMISSION DEADLINE**

QUESTION 10: The proposal was initially posted with an intake period of about 2 weeks. This timeline can be challenging for firms who might need to engage with partners in completing the scope of work. Would FVRD consider granting an extension to the proposal closing date?

AND

QUESTION 11: Would the FVRD consider a one-week extension?

- Yes, the proposal submission deadline has been extended to Tuesday, April 22, 2025, at 4:00 pm PST