



PROCUREMENT SERVICES SECTION
Surrey City Hall, 13450 – 104 Avenue, Surrey, B.C., V3T 1V8
Tel: 604-590-7274
E-Mail: purchasing@surrey.ca

ADDENDUM #1

**REQUEST FOR EXPRESSIONS OF
INTEREST AND STATEMENTS OF
QUALIFICATIONS (RFEI/SOQ) No. :** 1220-050-2024-004

TITLE: PRE-QUALIFICATION FOR
PROFESSIONAL SERVICES FOR SURREY
TRANSIT VISION

ADDENDUM ISSUE DATE: February 1st, 2024

REVISED CLOSING DATE: Prefer to receive Submissions on or
before February 16th, 2024

INFORMATION FOR RESPONDENTS

Respondents are advised that Addendum No. 1 to 1220-050-2024-004 is hereby issued by the City. This addendum shall form part of the contract documents and is to be read, interpreted and coordinated with all other parts. The following information is provided to answer questions raised by Respondents for the above-named project, to the extent referenced and shall become a part thereof. No consideration will be allowed for extras due to the Respondents or any sub-contractor not being familiar with this addendum. This Addendum No. 1 contains three (3) pages.

CLARIFICATION

1. REVISED CLOSING DATE:

The City would prefer to receive Submissions on or before February 16th, 2024.

2. SCHEDULE A – SCOPE OF SERVICES

Refer to Section 1 Introduction:

Delete the first sentence as issued in its entirety and substitute with the below:

"In partnership with TransLink, the City of Surrey (the "City") is seeking to retain the services of a professional consultant (the "Consultant") to lead the development of a transit vision for Surrey."

Refer to Section 5 Project Objectives:

Revise bullet no. 7 to Section 5. Project Objectives:

- Ensuring the plan has official status for both Surrey and TransLink – to be used in the building of future investment plans. The project will be in cooperation with TransLink and the City project team members."

QUESTIONS AND ANSWERS:

Q.1. Our firm is very interested in participating in this opportunity. In order to prepare a submission of the requisite quality and explore potential partnership opportunities, we require additional time, and would like to request a 2-week extension to the prequal submission deadline.

A.1. Refer to Clarification No. 1 above.

Q.2. ...is interested in submitting for this RFEOI/SOQ. To develop a complete and comprehensive submission, can the City of Surrey please extend the deadline by 2 weeks?

A.2. Refer to Clarification No. 1 above.

Q.3. Can the bid close be extended by one week to February 16 to give proponents more time to prepare submissions?

A.3. Refer to Clarification No. 1 above.

Q.4. Section 4.3 (a) mentions reference checks, but Section 4.2 does not ask for references to be submitted. Can you please clarify if we should submit references?

A.4. References are not required to be submitted at this stage but may be requested in the second stage of the competitive process.

Q.5. Is there a page limit for responses, or any other formatting requirements?

A.5. There is no page limit for responses, the City would prefer concise responses that address all of the requirements listed.

Q.6. Criteria 3 in Section 4.2 lists staff availability and capacity as a criterion. Given that the scope is not known in detail, how would you like us to demonstrate staff capacity?

A.6. Reference Section 5. Project Objectives. The Consultant, and their respective sub-consultants, shortlisted for this project will need to be available from project initiation to final publication of the plan, spanning February 2024 to the Winter 2025. A rough timeline of phased delivery is outlined below with more detail provided in the second stage of the competitive process.

TIMELINE	
Phase 0: Project initiation	February 2024
Phase 1: Review related and relevant plans, projects and policies	Spring 2024
Phase 2: Assess existing conditions	Spring 2024
Phase 3: Supporting engagement, communications and marketing materials	Spring 2024
Phase 4: "Listen and Learn" consultation	Spring 2024
Phase 5: Develop new transit vision concepts for Surrey	Fall 2024
Phase 6: Confirm new vision with stakeholders (including the public)	Winter 2024
Phase 7: Modelling, testing new network concepts	Spring 2025
Phase 8: Service costing and infrastructure implications	Summer 2025
Phase 9: Implementation plan	Fall 2025
Phase 10: Publishing the plan	Winter 2025

Note: All line items of the above noted project timeline schedule are subject to change at the sole and absolute discretion of the City.

- END OF ADDENDUM -