



**PURCHASING SECTION**  
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**ADDENDUM NO. 1**

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**REQUEST FOR PROPOSALS (RFP) NO.:** 1220-030-2016-005

**TITLE:** PARKS & RECREATION MANAGEMENT SOFTWARE SYSTEM

**ADDENDUM ISSUE DATE:** February 9, 2016

**CLOSING DATE:** PREFER TO RECEIVE QUOTATIONS ON OR BEFORE March 11, 2016

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**INFORMATION FOR CONTRACTORS**

This Addendum is issued to provide additional information and clarifications to the RFP 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 contractor not being familiar with this addendum. This Addendum No. 1 contains one (1) page in total.

**Q.1.** Will there be a tele-conference option for the February 18, 2016 Information Meeting?

**A.1.** Yes, there will be a tele-conference option for the above noted Information Meeting. It is recommended that you attend in person if possible due to limitations of the equipment; only sixteen (16) participants will be able to join the Information Meeting via tele-conference. The City cannot guarantee that all Proponents wishing to participate in the Information Meeting via tele-conference will be able to secure a line due to the above noted limitations. If you intend to participate via tele-conference it is preferred that you RSVP your intent by 4:30pm, February 16, 2016. It is requested that each organization limit themselves to a single call-in line out of courtesy to allow for as many participants as possible. Proponents attending via tele-conference bear all risk that all equipment will function properly so that they can participate in the Information Meeting. Call-in instructions are as follows:

- Dial 604-591-4761 at the specified date and time.
- You will be connected to the conference (you will hear a “ding” indicating you have joined the conference).
- Participants will join the conference call as they dial in.
- To end the conference call simply hang up your phone.

END OF ADDENDUM

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All Addenda will become part of the RFP Documents.

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