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ADDENDUM NO. 2

REQUEST FOR QUOTATIONS (RFQ) NO.: 1220-040-2019-095
TITLE: EMERGENCY NOTIFICATION SYSTEM
ADDENDUM ISSUE DATE: NOVEMBER 14, 2019
CLOSING DATE: PREFER TO RECEIVE QUOTATIONS ON OR BEFORE NOVEMBER 28, 2019

INFORMATION FOR CONTRACTORS

This Addendum is issued to provide additional information and clarifications to the RFQ 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. 2 contains one (1) page in total.

Q.1. Schedule C-3-1, under the Functional Requirements section there are several requirements under the “On Call Schedules” Theme (#1185-1190). Of the roughly 3,000 Contacts that Surrey plans to upload to the system, how many people will require their On-Call schedules to be managed within the System?

A.1. The System should be flexible enough that we can create as many groups as we require without being penalized. If we take the 3000 for example: that 3000 would be broken down by department/divisions as well as specific groups that apply to Emergency Management, Business Continuity, Information Technology Disaster Recovery, etc. Each group created may or may not receive a different notification when applicable and when required.

We understand that some systems have scheduling features: i.e.: Vacation Calendars/On Call Calendars.

Q.2. Roughly, how many total employees does the City of Surrey have?

A.2. The City’s staffing levels fluctuate based on the City’s seasonal and operational needs and is usually in the range of 3,000 to 4,000.

END OF ADDENDUM

All Addenda will become part of the RFQ Documents.
