

ADDENDUM #1 – REQUEST FOR PROPOSAL NO. ES-014-17

INTRODUCTION

On February 22nd 2017, the Cowichan Valley Regional District (herein after referred to as the CVRD) has invited Qualified and Experienced Proponents to respond to Request for Proposal (RFP) No. ES-014-17 for provision of professional services to amend the CVRD South Sector Liquid Waste Management Plan. This addendum clarifies the scope of work described in the RFP and amends the RFP closing date.

CLARIFICATION OF THE SCOPE OF WORK

This RFP is only for Stage 1 of the South Sector Liquid Waste Management Plan amendment. **Stage 1 is primarily a community design and planning project.** Indeed, the completion of all stages of a liquid waste management plan requires deep competency in both community planning and engineering. However, the emphasis of work for a Stage 1 report is on the planning and stakeholder consultation needed to identify criteria and a broad list of options/solutions. The Stage 1 report should describe the broad list of options on a higher level. Stages 2 and 3 of the amendment process will provide more technical detail on the options/solutions.

The *Scope of Work* section of the RFP notes key milestones which focus primarily on community design and planning:

- Baseline review summary
- Update and develop population forecast & growth scenarios with CVRD input
- Model and analysis of existing systems hydraulic /capacity model
- Non-point source review and initial recommendations
- Problem statement, evaluation criteria, alternative options/solutions
- Public and stakeholder consultation
- Project team and technical meetings
- Stage 1 Report

Among the key milestones, the *model and analysis of existing systems hydraulic/capacity* will require more engineering competency. However, the analysis need only be completed in sufficient detail to support the development of the problem statement and identification of alternative options/solutions.

AMENDMENT

RFP closing date

To allow proponents time to address the additional information provided in this addendum, **the RFP closing date is hereby amended to Not Later Than 2:00:00 O'clock P.M. Local Time, March 22, 2017.** All other dates in the *Schedule* and *Project Milestones* sections of the RFP will be adjusted accordingly.