

REQUEST FOR PROPOSAL

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**FLEET POLICY, FLEET ELECTRIFICATION AND  
COMMUNITY EV CHARGING PLAN  
RFP NO.: CRA2024-R-005**

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**ADDENDUM #2**

**February 15, 2024**

This Addendum shall form part of the above reference Request for Proposals (RFP) document and is to be read, interpreted, and coordinated with all other parts. The following revisions supersede the information contained in the original instructions and specifications issued for the above-named project.

**This Addendum is issued to answer the following Questions or make the following changes:**

**Question 1: Do you have summarized maintenance data?**

Summarized maintenance data will be made available to the successful proponent.

**Question 2: Do you have any transportation demand or mode share data you are able to share?**

The City has public transit ridership data, but does not have mode share or other transportation demand data available.

**Question 3: Do you have a public engagement portal that the City uses and what is your level of support?**

The City does not have a dedicated public engagement portal.

**Question 4: Public engagement can vary in time and cost. Can you please outline level of engagement you are expecting for the community EV charging plan?**

The level of engagement has not been specified so that proponents have flexibility in creating this plan. Schedule constraints are expected to be an important factor that limits the extent of public engagement activities. The planning is expected to be driven primarily by existing City plans and other supporting data (ex: Community Climate Action Plan engagement; Official Community Plan).

**Question 5: The July 31, 2024 timeline is ambitious for all three projects, and considering public engagement. Is there flexibility on the project timeline overall or for tasks?**

Proponents are expected to create, submit and follow a plan that conforms to the timeline stated in the RFP. Public engagement methods that are proposed should be compatible with this timeline. It is understood that there are likely scheduling risks, which should they occur, could



require a change to the plan during the project implementation. This deadline has been established to meet grant requirements.

**Question 6: We understand the BC Hydro requirements, but can you please specify which FCM grant you are looking at?**

The fleet policy and fleet electrification plan deliverables of the project described in this RFP are funded in part by FCM's Green Municipal Fund Energy, Transportation, Water, Waste and Land Use grant. The requirements for the FCM grant are based on the plan that was submitted to FCM by the City during the application process, and these requirements are embedded within the requirements of the RFP.

A handwritten signature in blue ink, appearing to read 'EB'.

Evan Berry  
Environment and Energy Specialist