



PROCUREMENT SERVICES

CITY OF SURREY, SURREY CITY HALL
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ADDENDUM No. 2

REQUEST FOR PROPOSAL No.:	1220-030-2021-012
TITLE:	PARKING MOBILE PAYMENT APP
ADDENDUM ISSUE DATE:	MARCH 09, 2021
CLOSING DATE AND TIME:	ON OR BEFORE THE FOLLOWING DATE AND TIME (THE "CLOSING TIME"):
	TIME: 3:00 P.M. (LOCAL TIME)
	DATE: MARCH 18, 2021

INFORMATION FOR PROPONENTS

Proponents are advised that Addendum No. 2 to 1220-030-2021-012 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 Proponents 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 Proponents or any sub-contractor not being familiar with this addendum. This Addendum No. 2 contains two (2) pages.

QUESTIONS AND ANSWERS:

- Q1. Does the City have a desired 'Go-Live' date in mind?**
- A1. 'Go-Live' date may start within 90 days after the RFP's Closing Time.**
- Q2. Does the City have a preference on who will be Merchant on Record (MOR)?**
- A2. Under an end user fee scenario, the Contractor would serve as MOR. Under a City-paid transaction fee scenario, the City may utilize its own or the Contractor's processing account, depending on rates.**
- Q3. The RFP seems tailored to the concept of a multi-vendor award, is that the desired outcome?**
- A3. The City will determine whether to proceed with a single or multiple vendor scenario upon consideration of the Proposals to Schedule C-5.**

Q4. When is this RFP going to be awarded and what is the anticipated implementation date for this project?

A4. See Answer A1.

Q5. Who is the current app provider if there is any?

A5. Passport Canada.

Q6. How does the City currently do enforcement? Is it through by-law officers with tickets issued on site or does the City mail tickets to violators after the fact?

A6. Tickets are issued on site.

Q7. Is the blackberry component a must?

A7. Proponents should indicate if it can or cannot meet this specification.

Q8. Are all the functional and technical requirements mandatory or is there some flexibility?

A8. The Proponent should describe in Schedule C-1 if it intends to deviate from the stated requirements.

Q9. Can you clarify item # 'R' in the technical requirements with regards to marketing and signage support? Does it mean the successful proponent will send an annual cheque of \$500 to the City, or possibly do a onetime discount for one month in year on the invoice? Or this this mean actual supply of signage for the City?

A9. The Contractor will remit an annual cheque for \$500.

Q10. We have not seen any indication that U.S. based companies are not eligible to submit a Proposal. Is this correct?

A10. International bidders are not excluded provided they comply with British Columbia data privacy standards as detailed in Schedule 1.

Q11. Does the City require any registration or additional information from prospective Proponents prior to submission?

A11. No.

Q12. Will there be an Information Meeting before the closing date?

A12. There will be no Information Meeting at this time.

All Addenda will become part of the Contract Documents.

- END OF ADDENDUM -