



PROCUREMENT SERVICES

CITY OF SURREY, SURREY CITY HALL
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ADDENDUM No.1

REQUEST FOR APPLICATIONS FOR STANDING OFFER AGREEMENT (RFA-SOA) No.:	1220-060-2023-002
TITLE:	MARKET RESEARCH PROFESSIONAL SERVICES
ADDENDUM ISSUE DATE:	JUNE 28, 2023
DATE:	PREFER TO RECEIVE APPLICATION ON OR BEFORE JULY 4, 2023 (the “Date”)

INFORMATION FOR PROPONENTS

Applicants are advised that Addendum No. 1 to RFA-SOA 1220-060-2023-002 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 Applicants 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 Applicants, or any sub-contractor not being familiar with this addendum. This Addendum No. 1 contains one (1) page.

1. QUESTION AND ANSWER

Q1. With respect to this Standing Offer for Market Research Services, can you confirm whether the City is looking for surveys that provide a representative sample? (i.e., where the Section 2.1 of Schedule A, individuals/data in the sample reflects the properties of an entire population).

A1. The City is requesting hourly rates for team members associated with the diverse range of survey processes. Generally, most city survey processes are fully open and therefore not based on a representative sample. Unique rates and quotations can also be provided for a representative survey process as an optional secondary consideration.

2. SCHEDULE B – APPLICATION FOR A STANDING OFFER AGREEMENT.

Delete in its entirety question number 17.

All Addenda will become part of the Contract Documents.

- END OF ADDENDUM -