



PROCUREMENT SERVICES

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ADDENDUM No. 2

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| REQUEST FOR PROPOSALS (RFP) No.: | 1220-030-2024-011 |
| TITLE: | SUNNYSIDE LAWN CEMETERY MASTER PLAN |
| ADDENDUM ISSUE DATE: | April 10, 2024 |
| CLOSING DATE AND TIME: | ON OR BEFORE THE FOLLOWING DATE AND TIME (THE "CLOSING TIME"): |
| | TIME: 3:00 P.M. (LOCAL TIME) |
| | DATE: April 17, 2024 |

INFORMATION FOR PROPONENTS

Proponents are advised that Addendum No. 2 to 1220-030-2024-011 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.

REVISION TO SCHEDULE A-2 ARCHAEOLOGICAL REQUIREMENTS:

Delete Archaeologist section in its entirety and substitute with Archaeologist section below:

"Archaeologist

The Proponent should include an archaeologist sub-consultant on the project team. It is preferred that the archaeologist have experience working with and a relationship with the Semiahmoo First Nation. Experience working with and a relationship with Kwantlen First Nation is desirable but not required."

QUESTIONS AND ANSWERS:

Q1. Is there information available for the remaining capacity of the cemetery?

- A1. Sunnyside Cemetery is 29.8 acres in total area. To determine the available area for development, exclude 7-acre used for existing and interim internments, and additional area from trail setback and other amenities to be determined by the Proponent.
- Q2. What is the progress on the bylaw amendments needed to accommodate green burials?
- A2. No work has been completed on bylaw amendments to accommodate green burials at this time.
- Q3. Is the construction budget just for east side development?
- A3. An estimated budget of \$1,000,000 construction budget is proposed for the first phase of development on the east side of the site.
- Q4. Any additional phasing beyond East and West?
- A4. Development and construction phasing could be broken down into smaller sub-phases on either side of the site as part of the master plan and design program.
- Q5. Does the City have any preapproved or preferred archeologist subconsultants?
- A5. The City does not have preapproved or preferred subconsultants for this project.
- Q6. Is there any previous marketing analysis done to help determine the interest for different burial types?
- A6. Previous market analysis study completed for City Center Cemetery will be shared with the successful proponent. This market analysis can be used as baseline information but a standalone market analysis for the subject site is required.
- Q7. Is a maintenance plan required as part of submission?
- A7. A maintenance plan is not required as part of the submission. However, incorporating feedback and needs of our maintenance and operations team in the master plan and design process is expected.
- Q8. Is there a larger Cemetery group or is there just one organization managing Sunnyside?
- A8. Same Cemetery team manages all 3 city-owned cemeteries, this includes office and field staff.

All Addenda will become part of the Contract Documents.

- END OF ADDENDUM -