



Fraser Valley Regional District

Request for Proposal RFP#25005 For Professional Services

Community Wildfire Resiliency Plan

Issue date: Tuesday, March 4, 2025

Closing date: Tuesday, March 25, 2025 3:00 p.m. (PST)

Issued by: Fraser Valley Regional District

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REQUEST FOR PROPOSALS

RFP TITLE: Community Wildfire Resiliency Plan

RFP NUMBER: 25005

DATE ISSUED: Friday, March 4, 2025

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PART A INTRODUCTION

A.1 RFP Overview

The Fraser Valley Regional District ("FVRD") is seeking proposals from qualified proponents ("Proponents") in response to this request for proposals ("RFP") for the provision of professional services. The services will involve the design and completion of a Community Wildfire Resiliency Plan tailored to meet the FVRD's Emergency Management Program style and contexts.

FireSmart is a core component of our Emergency Management Program and deliverables will become appended to the suite of our Emergency Management Program tools. Additional information on our contexts and tailored approach are included in the Scope of Services (B.1) and Key Deliverables (B.4) sections.

Project Area

The overall scope of the project is all 8 Electoral Areas of the FVRD. It does not apply to municipalities or First Nations reserves within the same land areas (Figure 1).

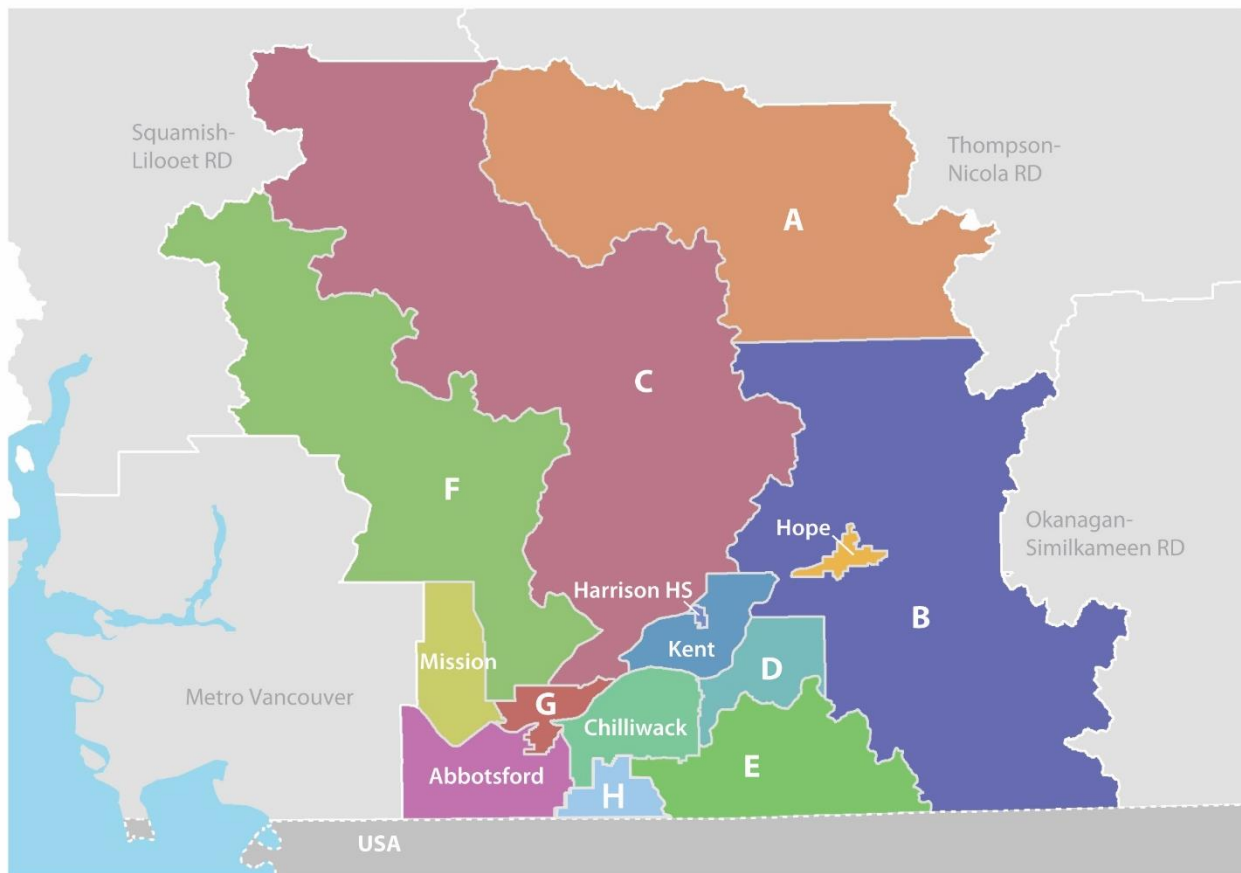


Figure 1: Project Area – Electoral Areas A-H

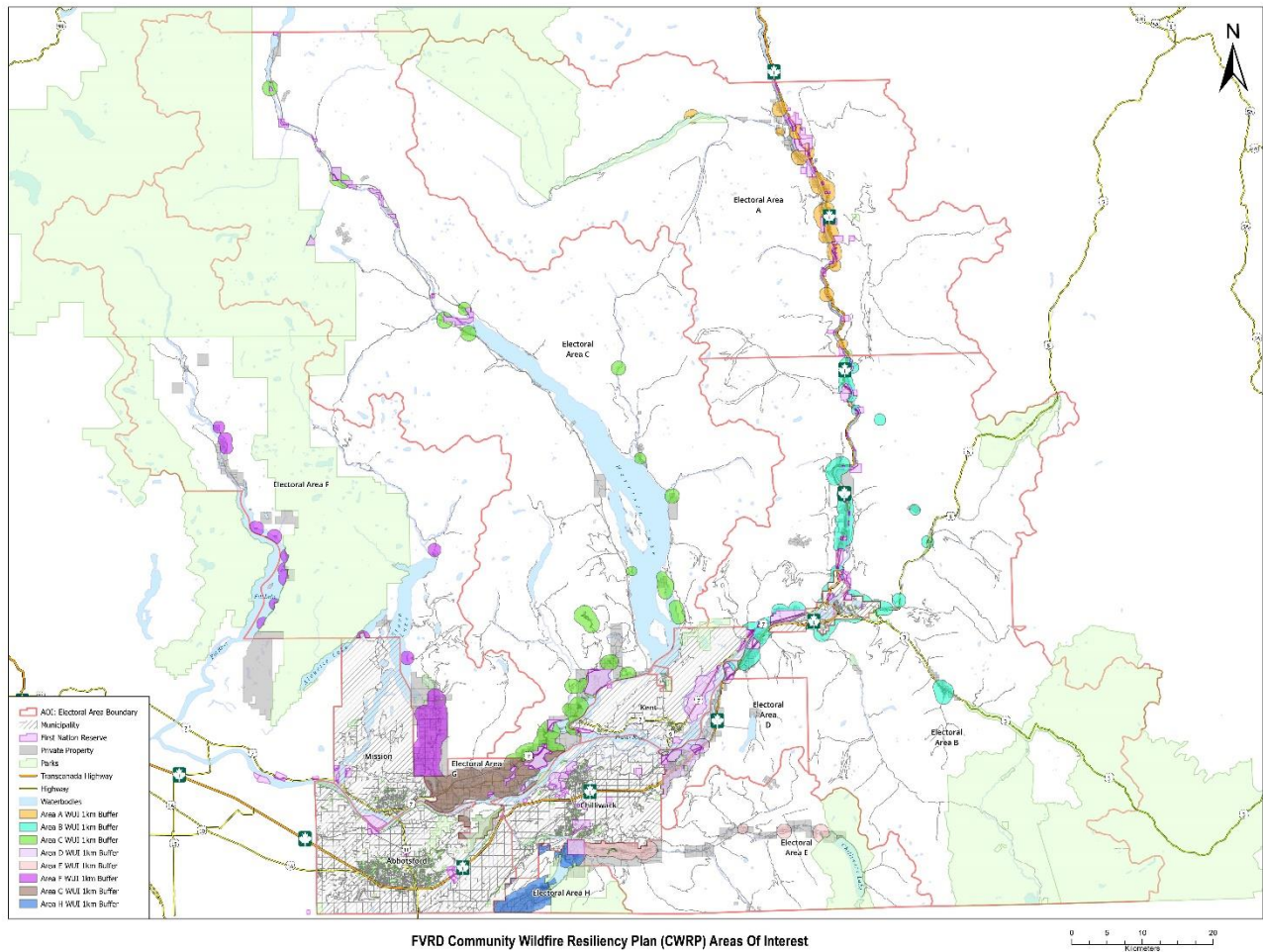


Figure 2: Area of Interest and Eligible Wildland Urban Interface (WUI)

PART B OBJECTIVES

1. The project must achieve the requirements of the Community Wildfire Resiliency Plan (CWRP) 2024 Instruction Guide with tailoring to meet the need of integration within the FVRD Emergency Management Program. The project must include the required content of the CWRP Instruction Guide, however, it is to be designed to meet the needs of FVRD and a public audience, including:
 - a. a completed consolidation of information and recommendations that apply to all areas in the project scope; and
 - b. Tailored sections supported by the overview that accommodate specific information and recommendations that apply only within each of the eight (8) specific electoral areas (A, B, C, D, E, F, G, H); and,
 - c. A closing section of consolidated information that fit summarization.
2. The project aims to achieve the intent of the CWRP funding and instruction guide, and also aims to achieve statutory compliance with the Emergency and Disaster Management Act related to risk assessment and risk reduction, in addition to FVRD's Emergency Management Context, Hazard Report, and Emergency Management Plan.

Environment

The eight FVRD electoral areas cover an area over 12,000 km². They are extremely varied in terms of physical features and hazards. The Fraser River lowlands are subject to flooding and erosion from the Fraser and Harrison Rivers. High energy mountain tributaries such as the Chilliwack, Coquihalla, Sumallo, and Nahatlatch Rivers present flooding and erosion risks. Steep-sided valleys have landslide hazards and innumerable streams cause flooding, avulsion and debris flow hazards. Many hazards and vulnerabilities exist which may have no reasonable mechanism to mitigate.

The vastness of the jurisdiction creates complexities during disasters in more than one area/community/neighbourhood. In this environment, multiple cascading incidents with diverse hazard events (such as flooding, erosion and landslides) can occur in different parts of the region at the same time. Climate change is greatly increasing all of these risks as extreme weather events – which are triggers to other hazards such as flooding and landslides - become more common.

In addition to geohazards and wildfires, FVRD electoral areas are bisected by many critical transportation routes and multiple major utility corridors which present human-caused hazards including train accidents, hazardous material spills, and multiple party motor vehicle accidents. Furthermore, many settlements in the FVRD electoral areas have limited access/egress routes, areas with no cellular or internet services, common power outages and little to no public transportation options. This leaves residents vulnerable to road washouts, highway closures and other events which isolate residents from critical services. Large distances reduce the effectiveness of timely response and emergency support.

The total population of the electoral areas (not including those who live on Indian Reserve lands) was about 12,000 in 2021. Electoral area populations range from 2092 in Area D to 495 in Area A (2021). Individual settlement areas within the electoral areas are a mix of small, often rural or remote, communities distributed along the valleys and transportation corridors. There are sixteen discrete settlements that are Designated Places by Statistics Canada where specific census data is collected (and many more hamlets and place names that are not Designated Places). The average population of the Designated Places within the electoral areas is 377 with 230 dwellings on average (2021). Many communities lack the commercial supports necessary for the typical provision of evacuee support services (hotels, grocers, clothing stores, etc.). During broad-scale emergencies and disasters, it is unlikely to expect assistance to be available for at least 72 hours and potentially upwards of 10 to 14 days.

Organization

Many organizational factors have a significant bearing on the Emergency Management service, including financial constraints and jurisdictional limitations. Emergency Management services are primarily funded by property tax. The Emergency Management service is supported by a small tax base of 11,692 people (2021) living within 6,493 dwellings (2021). While the eight electoral areas are diverse and generalizations are difficult to make, most FVRD electoral areas have on average older residents, older homes, lower incomes and greater unemployment than urban centres within the Region. As a result, while service costs are high due to the large landscape with multiple hazards, the funding base for the service is small. The limited population, dispersed settlement pattern and demographic profile also mean that there are few persons to participate in volunteer programs such as Evacuee Support Services (ESS) and volunteer fire departments. First Responders are primarily local volunteer fire departments who may be equally impacted when disasters and emergencies occur.

A further challenge is that first-response support in many parts of FVRD's electoral areas is limited. Much of FVRD's geography is outside of the area served by volunteer fire departments. Emergency services may be limited to RCMP, BC Ambulance, Search and Rescue (SAR), and BC Wildfire Service (BCWS). Given the distances between electoral area communities, the response times for these agencies may be extended.

Inter-jurisdictional cooperation is a primary feature of the organizational context for Emergency Management services in FVRD's electoral areas. For example, roads are not under the operational control of FVRD; they are under the jurisdiction of the Ministry of Transportation & Infrastructure. This means that decisions about road closures, evacuation routes, stream crossing and other matters must be made in conjunction with the Ministry. A similar situation exists with respect to Crown lands. Often, flooding and landslides originate on Crown land or in streams under the jurisdiction of the Province and so emergency planning and response will involve considerable coordination. The same is true for the 30 First Nations governments that overlap with FVRD's electoral areas. The inter-jurisdictional nature of emergency management causes operational complexity. In any one incident, it will be necessary to coordinate with many different jurisdictions which share authority over the matter.

B.1 Scope of Services

FVRD's Emergency Management Program is limited to the 8 Electoral Areas (unincorporated areas) of the region. The Regional District is seeking a consultant to produce a Community Wildfire Resiliency Plan tailored to our Emergency Management Program contexts (above) and brand style, with a dashboard for tracking actions and recommendations internally throughout the lifespan of the CWRPs.

Proponents are invited to demonstrate how they will apply a strong understanding of FVRD's Emergency Management Program to effectively inform wildfire resiliency planning based on existing program tools, provincial guidance tools, and to meet statutory requirements in ways that effectively inform resiliency initiatives on the landscape and empower community-led risk awareness and mitigation, while reflecting upon the maturity and achievements in our FireSmart program to date.

FVRD is inviting a tailored approach that meet statutory requirements while being creatively appropriate to the organizational and environmental contexts of our Emergency Management Program. Generic best practices are of less interest than targeted, specific actions and recommendations that are explicitly designed to address FVRD's organization and environmental contexts and limitations.

This context is the fundamental building block of the emergency management program and developing a CWRP to effectively integrated into our Emergency Management Program is a key priority for this project. Community Wildfire Resiliency Plans are required by the province and the terms of the grant funding require certification by a Registered Professional Forester (RPF). Accordingly, tailoring to meet our needs must remain reflective of the requirement for RPF certification. We further wish to see creativity in how your proposal aims to reduce duplication of information already available throughout our suite of emergency management program documents where linkages to these may be more appropriate.

The Community Wildfire Resiliency Plan will emphasize resiliency initiatives that FVRD can reasonably achieve within the lifespan of the documents and highlight grant funding channels to action recommendations. FVRDs emergency management program already considers resiliency-based approaches utilizing training, exercises, and public preparedness over development and maintenance of comprehensive documents.

Factors considered in assembling a CWRP for Fraser Valley region include:

- » Focus on the WUI's within the Areas of Interest
- » Exclusion of broad Crown lands
- » Consideration of cultural interests in the electoral area hamlets
- » Recommendations to prioritize community resiliency initiatives
- » Prioritization of efforts
- » Seasonal developments that are not occupied year round
- » Cross-training opportunities to invite resiliency groups
- » The FVRD Preparedness, Emergency & Resiliency Program Strategy (PREP)
- » Improvement Districts (regulated by Min of Municipal Affairs)
- » Official Community Plans
- » Actions that can be reasonably undertaken by community members and groups
- » Commentary on assets and infrastructure owned by FVRD that is not in the electoral areas and a demonstrated willingness of FVRD to explore collaborative opportunities for wildfire risk reduction therein.

Beyond Scope

There are many overlapping authorities within the landscape area of the project. The project scope does not include:

- › BC Parks
- › First Nations reserve lands
- › Municipalities
- › Recommendations to other Ministries
- › Crown land risk reduction beyond the linear boundary of WUIs
- › Cultus Lake Park Board and the park area <https://www.chilliwack.com/main/page.cfm?id=501>

Proponents are encouraged to demonstrate the creative application of academic theory to meet project requirements. Proposal should emphasize how the scope of work, methods and approaches respond to the context for FVRD's Emergency Management program as outlined throughout Section B.

B.2 Timeline

The proposed deadlines for key aspects of this RFP are as follows (as may be amended by the FVRD at its discretion):

ITEM	DESCRIPTION	EXPECTED COMPLETION DATE
1	RFP public posting	March 4, 2025
2	Pre-Proposal Questions and Answers	March 14
3	RFP Closing Time/Date	March 25 at 3:00 pm PST
4	FVRD Staff review of proposals	March 28 - April 3
5	Notification to preferred proponent	April 4
5	Contract terms solidified for submission to FVRD Board	April 4-9
6	Board determination of award	April 24
7	Project Kickoff Meeting	April 28
8	Drafts for staff review	December 1
9	Report revisions	December 15
10	Final Revisions and submission of complete project and Digital files for inclusion	December 31
11	Presentation to FVRD EASC	January or February EASC (deadline TBA)
12	Publication to follow presentation	

B.3 Budget

The Regional District has a maximum budget of up to \$280,000 (excluding GST) for the full project inclusive of all deliverables. Proposals must provide a detailed budget and timeline breakdown. All project deliverables must be provided within the budget and project timeline.

This project is 100% grant funded by the UBCM Community Resiliency Investment FireSmart Community Funding Supports grant stream.

B.4 Key Deliverables

1. A Community Wildfire Resiliency Plan (CWRP) that is tailored to the contexts of the FVRD Emergency Management Program that centralizes information and recommendations commonly applicable to all electoral areas or the FVRD as an organization (overview that captures the intent of CWRP instructions for section 1-6) and a tailored part for each electoral area that meets the remaining CWRP content intent, with a common summary.
 - › Overview sections that apply to common information relevant to all areas
 - › Electoral Area Sections
 - Census defined designated places (hamlet) areas within each electoral area
 - Other subdevelopments beyond Census designated places
 - Other important areas that have a WUI within the Areas of Interest that are relevant to wildfire risk reduction activities
 - › A common summary
2. A dashboard of all relevant recommendations that enables FVRD internal use for prioritization and progress tracking.
3. Presentation of the final Overview and Community Wildfire Resiliency to the FVRD Electoral Area Services Committee.
4. All documents are intended to be developed in consultative process with FVRD staff and the proponent. However, key stake informant and key stakeholder meetings may be necessary with allies on the landscape. Broadscale consultation is not required, other than to meet the CWRP requirements. Consideration must be given to efforts already in progress for EDMA-related Indigenous Engagements and the role of the EM team and the Integrated Planning Indigenous Planning staff to respectfully engage with First Nations governing bodies without creating administrative burden among their teams.

All deliverables are to be drafted following the FVRD brand guide (provided upon contract) and aligned with the style of the FVRD Emergency Management documents family. Additionally, deliverables must satisfy the requirements of the Community Wildfire Resiliency Plan Instruction Guide (2024) and Emergency and Disaster Management Act. The deliverables must respond to and be highly sensitive to the context and unique circumstances that FVRD's Emergency Management Program operates within (see section B.1). For certainty, our FireSmart program is embedded within our Emergency Management Program.

Census 2021 *designated places* (hamlets) within the FVRD Electoral Areas are:

- | | | |
|-------------------------|----------------------|-----------------------|
| › Baker Trails (E) | › Deroche (G) | › Hemlock Valley (C) |
| › Bell Acres (E) | › Dewdney (G) | › Laidlaw (D) |
| › Boston Bar (A) | › Dogwood Valley (B) | › Lake Errock (C) |
| › Bridal Falls (B) | › Durieu (F) | › McConnell Creek (F) |
| › Columbia Valley (H) | › Harrison Mills (C) | › North Bend (A) |
| › Cultus Lake North (H) | › Hatzic Island (G) | › Popkum (D) |
| › Cultus Lake South (H) | › Hatzic Prairie (F) | › Slesse Park (E) |

- › Spuzzum (B)
- › Sunshine Valley (B)
- › Yale (B)

For the purposes of Community Wildfire Resiliency Planning, FVRD also has developed and settled areas that are not captured by Census 2021 as *designated places* (hamlets) within the FVRD Electoral Areas that include:

- › Canyon Alpine (A)
- › Nahatlatch & Keefers (A)
- › Jones Lake (D)
- › Othello (B)
- › Cascade Bay (C)
- › Post Creek (E)

B.5 Key Documents

- › FVRD Official Community Plans
- › FVRD Emergency Management Program Policy
<https://www.fvrd.ca/assets/Government/Documents/Emergency~Management/FVRD%20Emergency%20Management%20Program%20Policy%20-%202023%2006%2012.pdf>
- › FVRD Hazard Report
<https://www.fvrd.ca/assets/Government/Documents/Emergency~Management/Hazard%20Report%20-%20Final.pdf>
- › FVRD Emergency Management Plan
<https://www.fvrd.ca/assets/Government/Documents/Emergency~Management/Emergency%20Management%20Plan.pdf>
- › FVRD 2019 Community Wildfire Protection Plans
 - Zone A
https://www.fvrd.ca/assets/Services/Documents/Emergency~Management/2019_FVRD_ZoneA_CWPP_FINAL.pdf
 - Zone B
https://www.fvrd.ca/assets/Services/Documents/Emergency~Management/2019_FVRD_ZoneB_CWPP_FINAL.pdf
 - Zone C
https://www.fvrd.ca/assets/Services/Documents/Emergency~Management/2019_FVRD_ZoneC_CWPP_FINAL.pdf
 - FVRD spreadsheet of CWPP (2019) recommendations and actions with achievements to date (provided upon contract)
- › Community Wildfire Resiliency Plan Instruction Guide
https://www.ubcm.ca/sites/default/files/2024-06/LGPS_CRI_FCFS_2024_CWRP_Instruction_Guide_2024-06.pdf
- › FVRD Preparedness, Resiliency and Emergency Program (PREP) strategy
<https://pub-fvrd.escribemeetings.com/filestream.ashx?DocumentId=30505>
- › FVRD Geotech hazard library
https://www.fvrd.ca/EN/main/services/planning-development/application_forms.html
- › GeoBC Common Operating Picture (access granted via GeoBC)
<https://bcgov03.maps.arcgis.com/apps/MapSeries/index.html?appid=11821451d60a49168d1f7602d379abf5>
- › National Disaster Mitigation Program Risk Assessment Information Template
<https://www.publicsafety.gc.ca/cnt/mrgnc-mngmnt/dsstr-prvntn-mtgtn/ndmp/fls/ndmp-ra-it-en.pdf>

PART C INSTRUCTIONS AND INFORMATION FOR PROPONENTS

C.1 Closing Date and Location

Proposals must be received by 3:00 p.m. on Tuesday, March 25, 2025 ("**Closing**") at the following address:

Fraser Valley Regional District
Attention: Tarina Colledge
1-45950 Cheam Avenue
Chilliwack, BC V2P 1N6
Email: firesmart@fvrd.ca

The time for Closing will be conclusively deemed to be the time shown on the clock used by the FVRD for this purpose.

C.2 Form of Proposal Submissions

Proponents are requested to submit one electronic copy of their Proposal in Adobe PDF format.

The Proposal must be limited to not more than 20 single-sided pages of combined images and text with a page size of 8.5 x 11 inches with a minimum font size of 11. A maximum of 10 attached resumes may be included in addition to the proposal.

The size of the PDF document must not exceed 19.8 MB to ensure successful transmittal by email.

Proponents are requested to deliver proposals by email to firesmart@fvrd.ca. Please include the RFP number in the subject line. It is the responsibility of the Proponent to confirm that the FVRD has received the Proposal. Faxed proposals will not be considered.

C.3 Mandatory Requirements

Proponents must include in their proposals, the following information:

- (i) Detailed project description including the approach and timeline;
- (ii) Completed and signed Form of Proposal set out in Schedule A
- (iii) Proponent's Experience - list of completed or current work requiring services comparable to the services sought in this RFP, including a brief description of the work, approximate contract value, and references (with phone numbers) for each work that the FVRD may contact as set out in Schedule B;
- (iv) Costs - details costs for the Proponents provision of the Services in Canadian Dollars, inclusive of all costs, expenses and charges, but exclusive of GST and Provincial Sales Tax; and
- (v) Sufficient detail to allow the FVRD to determine the Proponent's position from the documents received, such as, details of the Proponent's team, their roles and responsibilities and reporting relationships, understanding of the Project and proposed work plan for carrying out the Services.

C.4 Enquiries

All enquiries and notices related to this RFP, including any requests for information and clarification, are to be directed in writing to the contact person ("**Contact Person**") indicated below.

Contact Person: Tarina Colledge
Address: 1 - 45950 Cheam Avenue
Chilliwack, BC V2P 1N6
Email: firesmart@fvrd.ca
Phone: (604) 702-5072

Enquiries and responses will be recorded and may be distributed to all Proponents at the discretion of the FVRD. Clarifications, comments, revisions or any other information regarding this RFP obtained by a Proponent from any source other than from the Contact Person is not authorized and should not be relied upon.

PART D TERMS AND CONDITIONS OF RFP

D.1 General

The terms and conditions in this PART D will apply to this RFP. Submission of a Proposal in response to this RFP indicates acceptance of all the terms and conditions contained herein and included in any addenda issued by the FVRD for this RFP. Proposals that contain provisos that contradict or alter any of the terms and conditions of this RFP will be disregarded and deemed to have not been written in the Proposal. Proposals will be open for acceptance by the FVRD for at least 90 days after the date of Closing.

D.2 Addendum

All subsequent information regarding this RFP including changes made to this document will be posted on BC Bid for Proponents to access. It is solely the responsibility of the Proponents to check BC Bid from time to time to ensure that they have all amendments to this RFP in the form of addenda and to ensure that they have obtained, read, and understood the entire RFP including all addenda that may have been issued prior to Closing.

D.3 Evaluation and Selection Method

The evaluation of the RFP will be conducted by a committee formed by the FVRD and may include, at the FVRD's sole discretion, employees, consultants and contractors. Proposals will be evaluated based on the overall best value to the FVRD based on quality, service, past performance, price and any other criteria set out herein including, but not limited to:

Item	Evaluation Criteria	Weight
1.0	Quality of submission relative to outline in the RFP	40%
	Detailed insight specific to the project deliverables and outcomes	
	Strategy for executing all tasks identified in the RFP	
	Approach to creating the Community Wildfire Resiliency Plan	
	Approach to creating a dashboard for internal progress tracking	
	Submission of fully editable digital data and content	
	Detailed methodology to address the scope of work and deliverables in each component	
	Identify any potential options or changes to the outlines approach that could be advantageous to FVRD (optional)	
	Proposal reflects FVRD's Emergency Management Program Policy, Contexts & approach	
	Proposal reflects meeting FVRD's Brand Guide and EM program document style	
2.0	Relevant Experience	25%
	Project Manager and team experience in Community Wildfire Resiliency Planning and Emergency Management planning and creative application of statutory responsibilities	
	Demonstrated experience in similar projects	
	Demonstrated experience in integrative projects	
	References	
3.0	Cost Proposal and breakdown <i>*The lowest bid will not necessarily be accepted*</i>	5%
	Value for money	
	Value Added	
4.0	Work Schedule	30%
	Realistic timeline and ability to meet deadlines	
	Format, clarity, and quality of proposed work plan and schedule detailed by key milestones and sub-task breakdown	

D.4 Acceptance and Rejection of Proposals

This RFP shall not be construed as an agreement to purchase goods or services. The FVRD is not obligated to enter into an Agreement (defined herein) with the Proponent who submits the lowest priced Proposal or with any Proponent.

D.5 Late Proposals

Proposals will be received by email and the time of email receipt will be deemed as the marked submission time. Only complete Proposals received and marked by the Closing time will be considered to have been received on time. Late proposals will not be considered or evaluated.

D.6 Amendment or Withdrawal of Proposals

Proponents may amend or withdraw their Proposal in writing any time prior to Closing. Upon Closing, all Proposals become irrevocable. The FVRD will be under no obligation to receive further information after Closing, whether written or verbal, from any Proponent.

D.7 FVRD's Rights and Reservations

The FVRD reserves the right to:

- (i) reject any or all Proposals;
- (i) reject any Proposal that is incomplete, that contains erasures or corrections that is not signed by an authorized signatory of the Proponent or that fails to comply with the mandatory requirements of this RFP;
- (ii) in the event that only one proposal is submitted, to return the Proposal unopened;
- (iii) modify the terms of this RFP at any time in the FVRD's sole discretion;
- (iv) to require clarification of the information set out by one or more of the Proponents in respect of the Proposals submitted; and
- (v) communicate with, meet with or negotiate with any one or more of the Proponents respecting their Proposals or any aspect of the proposed work.

D.8 Cancellation of RFP

FVRD may cancel this RFP at any time prior to or after Closing. In the event the FVRD cancels this RFP, FVRD shall have the right to seek to procure the same services or similar services at any time through any means FVRD deems appropriate. No Proponent shall acquire any rights or interests in any subsequent procurement process undertaken by the FVRD.

D.9 Waiver of Non-Compliance

The FVRD may waive any non-compliance with the RFP and may elect to retain for consideration Proposals which are non-conforming, which do not contain the content or form requested by this RFP or which have not strictly complied with the process for submission set out herein.

D.10 Proponent's Costs

Each Proponent is solely responsible for its own costs and expenses associated with its participation in this RFP, including but not limited to, conducting investigations, attending briefings, preparing and delivering its Proposal, communicating with the Contact Person prior to Closing and during Proposal evaluation, and for any subsequent processes or negotiations with the FVRD that may occur.

D.11 Limitation of Liability

By submitting a proposal, each Proponent irrevocably agrees that the FVRD shall not be liable to any Proponent or any person whatsoever, for any claims of any nature (in contract, in tort, or otherwise), for any costs, expenses, compensation, damages, or anything whatsoever, including without limitation, costs and expenses associated with the Proponent's preparation and submission of their Proposal, their participation in this RFP, for loss of revenue,

opportunity or anticipated profit, arising in connection with its Proposal, this RFP, any subsequent processes or opportunity, any contract, or any matter whatsoever.

D.12 Negotiation

The FVRD reserves the right to negotiate with the preferred Proponent, or any Proponent, on any details, including changes to specifications and price. If specifications require significant modification, all Proponents shall have the opportunity to adjust their Proposals or re-submit altogether, as determined by the FVRD in its sole discretion.

D.13 Errors and Omissions

While the FVRD has used considerable efforts to ensure information in this RFP and otherwise provided directly in association with this RFP is accurate, the information is supplied solely as a guideline for Proponents. The information is not guaranteed or warranted to be accurate by the FVRD, nor is it necessarily comprehensive or exhaustive. Nothing in this RFP is intended to relieve Proponents from the responsibility for conducting their own investigation and forming their own opinions with respect to the subject matter of this RFP.

D.14 Conflict of Interest

Proponents shall disclose any potential conflict of interest and existing business relationship they may have with the FVRD, its elected or appointed officials or employees.

D.15 Confidentiality

All Proposals become the property of the FVRD and will not be returned to the Proponents, except as expressly provided for herein. All Proposals will be held in confidence by the FVRD unless disclosure is otherwise required by law.

D.16 No Lobbying

Proponents and their agents are not permitted to contact any member of the FVRD Council or staff with respect to this RFP, except as expressly provided for herein. Proponents will not offer entertainment, gifts, gratuities, discounts, or special services, regardless of value, to any employee or elected official of the FVRD. The FVRD reserves the right to disqualify any Proponent from participation in this RFP that acts in contravention of this requirement.

D.17 Contract Award

This RFP is not to be construed as an agreement to purchase goods or services. By submitting a Proposal, the Proponent agrees that should it be identified as the preferred Proponent, it will enter into negotiations, if required, for the purpose of concluding a Contract.

If a written Contract cannot be negotiated and executed by both parties within 90 days of notification of the successful Proponent, or such longer period as the parties may mutually agree, the FVRD may, at its sole discretion at any time thereafter, terminate negotiations with that Proponent, enter into negotiations with any other Proponent or terminate the RFP process and not enter into a Contract with any of the Proponents.

At its sole discretion, the FVRD may divide any Contract for goods or services between two or more proponents.

D.18 Definition of Contract

Notice in writing to a Proponent that it has been identified as the preferred Proponent and the subsequent full execution of a written contract will constitute a contract for the goods and/or services contemplated by this RFP, and no Proponent will acquire any legal or equitable rights or privileges relative to the goods or services until the preferred Proponent and the FVRD have both executed a written Contract.

D.19 Form of Contract

The Contract will comprise a form of written agreement based on the FVRD's standard form document, as may be amended by mutually agreed supplementary conditions.

SCHEDULE A | FORM OF PROPOSAL

Name: _____

Address: _____

Name and title of Representative: _____

Telephone: _____ Email: _____

Form of Business Organization

Sole Proprietorship

Partnership Date of Establishment _____

Corporation Date of Incorporation _____ Business No. _____

We hereby offer to perform the Services required by this RFP for the stipulated price of:

Proposed Price for Goods/Services	\$ _____
Plus G.S.T.	\$ _____
TOTAL	\$ _____

[NOTE: adjust the pricing information, as required, for hourly rate, lump sum etc.]

I/We the undersigned authorized representatives of the Proponent, having received and carefully reviewed the RFP, including without limitation, the General Conditions and Specifications (if any), submit this Proposal in response the RFP.

Dated this ___ day of _____, 202__.

Signature of Authorized Signatory	Signature of Authorized Signatory
Name & Title/Position:	Name & Title/Position:

SCHEDULE B | PROPONENT'S EXPERIENCE

Proponent Name: _____

Experience:

Dates: _____

Project Name: _____

Responsibility: _____

References: _____

(incl. telephone)

Experience:

Dates: _____

Project Name: _____

Responsibility: _____

References: _____

(incl. telephone)

Experience:

Dates: _____

Project Name: _____

Responsibility: _____

References: _____

(incl. telephone)