



NEGOTIATED REQUEST FOR PROPOSAL ADDENDUM #1

NRFP #DC-2022-CD-07 Reaching Net-Zero Initiative

Close Date/Time:

June 1, 2022
14:00 hours
Pacific Time

<u>Issue Date:</u>	May 20, 2022	<u>From:</u>	CTC Procurement
<u>To:</u>	All Vendors	<u>E-mail:</u>	procurement@destinationcanada.com

Below are answers to questions submitted in regards to the above noted NRFP as of May 13, 2022.

Q1. What is the level of detail expected for the immediate, short-term and long-term actions recommended by the Contractor?

Answer: It is the proponent's responsibility to provide adequate detail in their response to communicate the action plans. Please refer to the NRFP Section B.5 NRFP Form of Response, Format and Depth.

Q2. Regarding information gathering, will the client manage the data collection, or is the contractor expected to reach out to various individuals/departments with DC and to the identified offices directly? How many points of contact should be anticipated at DC?

Answer: The proponent will work collaboratively with DC's Project Authority who will act as the primary point of contact throughout this process. DC's Project Authority will facilitate any access to DC business units.

Q3. The NRFP lists 5 office locations but your webpage lists 9 offices; please confirm how many office are to be included in the assessment.

Answer: DC has five (5) office locations as indicated in the NRFP Section C.1. The webpage states that DC has five (5) office locations, the other four (4) are operated by a General Sales Agent and not DC directly.

Q4. Is there a maximum budget that Destination Canada has set aside for this project, on a one year or three year term basis?

Answer: DC is constrained by a limited budget; therefore proponents are encouraged to present a best value for cost when submitting all pricing requests, while taking into consideration all of the requirements in this NRFP and as demonstrated through their response.

Q5. Would alternatives to financial statements be acceptable for submission under Criteria E.1.1, such as audited summaries?

Answer: Yes audited summaries are acceptable.

Q6. Would alternatives to REP and SEP credentials be considered for scoring under Criteria E.1.3, such as ISO 14064 training, and Verification Body accreditation under ISO 140655?

Answer: Yes as per Desirable Criteria Question E.1.3 b) Details of their certifications with the Registered Environmental Professional (REP), Sustainability Excellence Professional (SEP) or other sustainability credentials.

Q7. Is it requested that the hourly rate card, under Criteria F.1, includes individual staff rates, or rather rates for role/experience levels instead (i.e. junior analyst, senior expert, etc.)?

Answer: Rates for role/experience levels.